

COMMUNITY READERBOARD GUIDELINES

City-190 readerboard broadcasts announcements relating to City government issues, such as notices, meeting changes, employment or volunteer opportunities, and City sponsored events/programs. The readerboard runs throughout the day between scheduled programming.

City-190 welcomes PSA announcements from non-profit and community organizations that generally meet the following criteria: Must serve the public interest and benefit the community as a whole.

As a general policy, City-190 will not air commercial advertising and announcements for the purposes of personal or financial gain. An exception would be if the event carries the name of a business due to its sponsorship or the business is serving as the venue of an event or promotion featured in the PSA. PSA's of religious or denominational services or messages will not be accepted. However, religious groups sponsoring events of general interest and open to the community may be accepted. PSA's promoting political events or activities and of a political nature will not be accepted.

City-190 reserves the right to refuse any announcement or to edit the message to "fit" the readerboard format. Submission of a PSA does not guarantee broadcast. Should an error result in the message display, neither the City nor City-190 Coordinator shall be liable for the inaccuracy of the information or for actions taken by anyone as a result of inaccurate information.

All messages must be submitted on a CITY-190 COMMUNITY ANNOUNCEMENT REQUEST FORM. PSA's will not be accepted over the phone.

Forms must be submitted to City-190 at least five (5) working days prior to the first requested display date. Forms may be submitted on-line via the City-190 [Community Announcement Request Form](#), or printed and delivered to City-190, 2 Park Drive South, Room 204, Great Falls, MT 59401.