

## Public File Information

The following information is compiled from the FCC Rules, Self Inspection Checklists and the FCC Web Site as a basis for Graham Brock, Inc.'s review of a station's public file. The contents are what we have determined to be required.

1. The file must be maintained at the designated main studio for the station.  
  
An additional (duplicate) file may be maintained at an auxiliary studio location (if applicable).
2. The file(s) must be available for inspection during regular business hours.
3. The file's contents can be reproduced by the public (a reasonable fee may be charged for this copying service).

### Public File Contents:

1. **Station Authorizations**  
Current Station License and/or Construction Permit.  
  
STL, ICR, RPU, Two-Way Translator Licenses and/or Permits.
2. **Applications and Related Materials**  
A copy of the most recent FCC Form 301 and 302 applications relevant to the current operation of the primary station. Any assignment or transfer applications. If AM Directional, the most recent full proof of performance and the most recent partial proof. Including your License renewal application.  
  
If a petition to deny has been filed against an application, a copy of this petition.  
  
Any application for waiver of the Commission's rules must be retained until that waiver is no longer in effect.
3. **Citizen Agreements**  
Agreements between the broadcaster and local civil groups concerning goals or proposed station practices affecting station operations in the public interest. These must be retained for the term of the agreement.
4. **Contour Maps**  
A copy of the most recent and current Service Contour maps (as set forth in the applications above)  
FM - 3.16 mV/m & 1.0 mV/m  
  
AM - 1000 mV/m, 5.0 mV/m, 2.0 mV/m & 0.5 mV/m
5. **Ownership Reports**  
A copy of the most recent along with current amendments.

6. **Contracts and Agreements**

A copy of all contracts on file with the FCC.

Network affiliation, contracts relating to ownership or control of the licensee or permittee or its stock (articles of incorporation, bylaws, mortgage or loan agreements that restrict the licensee or permittee's freedom of operation.), management consultant agreements with independent contractors.

7. **Political File**

As specified in §73.1943 (2 years) The broadcast order, spot rate and affidavit of performance of any paid political spots along with the broadcast copy (wording) of the spot.

If free time is supplied any candidate - a record of that time provided (forum for all mayor candidates, etc)

8. **Equal Employment Opportunity File**

A copy of the annual employment report filed with the FCC as specified in §73.2080 - retained until action taken on the station's NEXT license renewal application.

9. **The Public and Broadcasting**

A copy in the file and the licensee will provide a copy to members of the public on request.

10. **Letters and E-mail from the Public**

Positive or negative comments - (3 years). Noncommercial stations are not subject to this requirement.

11. **Material Relating to FCC Investigation or Complaint**

Any material relating to an FCC complaint or ongoing investigation - retained until notified in writing that the material may be discarded.

12. **Issues/Programs - TV**

Filed by the 10<sup>th</sup> day of the succeeding calendar quarter (ie: Jan 10 for quarter October-December, etc.) Shall include narrative, time, date, duration, title and subject of the program(s) that is of interest to the community of license.

Each quarter shall be retained for the period of the station license and until action is taken on the station's NEXT license renewal application.

13. **Issues/Programs - Radio**

Filed by the 10<sup>th</sup> day of the succeeding calendar quarter (ie: Jan 10 for quarter October-December, etc.)

List of programs that have provided their most significant treatment of community issues and shall include narrative, time, date, duration and title of program(s).

Each quarter shall be retained for the period of the station license and until action is taken on the station's NEXT license renewal application.

14. **List of Donors**  
Non-commercial Radio and TV only. List of donors supporting specific programs. (2 years)
15. **Local Public Notice Announcements**  
Newspaper ads, broadcast announcements, etc. required by §73.3580(h) - retained for as long as the application to which it refers is active. Including License renewal and assignment of authorization announcements.
16. **Time Brokerage Agreements - Radio/TV**  
For commercial radio and television stations, a copy of every agreement or contract involving time brokerage of the licensee's station or of another station by the licensee, whether the agreement involves stations in the same markets or in differing markets, with confidential or proprietary information redacted where appropriate (if applicable).
17. **Must Carry Consent - TV**  
Must-carry or retransmission consent election. Statements of a commercial television or Class A television station's election with respect to either must-carry or re-transmission consent, as defined in §76.64 and §76.1608 of this chapter.
18. **Joint Sales Agreements - Radio/TV**  
Cross sales agreements between stations. For commercial radio and commercial television stations, a copy of agreement for the joint sale of advertising time involving the station
19. **Class A TV Eligibility**  
Documentation sufficient to demonstrate that the Class A television station is continuing to meet the eligibility requirements set forth at §73.6001.