



DJ Services Policy

Peach City Community Radio Society (PCCRS) is a registered, non-profit society registered with the Province of British Columbia. The society is currently working towards obtaining a CRTC license, a broadcast station location in Penticton BC, a base of trained volunteers and the funds required to facilitate a full-time on-air FM broadcast and online stream.

Peach City Radio is able to provide music and sound at community events upon request, according to the following terms:

1. PCCRS requires SOCAN fees to be submitted for any eligible events. This will be completed by PCCRS on behalf of the organizers at organizers expense as per information on attached SOCAN fee worksheet.
2. PCCRS is currently fundraising to purchase all necessary equipment to run a full-time radio station. Any equipment not provided by PCCRS will need to be provided or arranged for by the organizers at their own expense.
3. The Peach City Radio logo is to be included in event promotions and banner to be displayed prominently at the DJ station or other suitable location.
4. DJ &/or MC to provide Peach City Radio mentions throughout the event – see attached DJ Services Guide for instructions.
5. PCCRS DJ services may be traded for in-kind sponsorship from the event organizers – details to be negotiated between event organizers and PCCRS board. Alternatively, a donation to the Peach City Community Radio Society can be made.
6. PCCRS reserves the right to supply 1-3 DJ's (depending on the size and scope of the event) in order to manage the event and to provide training opportunities for PCCRS volunteers.
7. DJ services are based on availability of PCCRS volunteers.
8. All DJ inquiries are to be submitted to info@peachcityradio.org for Promotions Committee review and Board approval.

The Peach City Community Radio Society invites organizations and individuals to include Peach City Radio at their events for the purpose of providing music and sound. **IMPORTANT:** Peach City Radio does not operate as a professional DJ service and we encourage those seeking a high-energy dance-party (including lights and Top 40-type music) to seek out local DJ's for hire.

Contact info@peachcityradio.org for further information or to inquire about your event



DJ SERVICES GUIDE

PLANNING

EVENT NAME			
EVENT DATE			
ORGANIZATION			
EVENT TYPE	Exhibition	Concert at Exhibition	Reception
(circle)	Sports Event	Public Area	Other]
DJ(s) ASSIGNED			
ORGANIZATION WILL PROVIDE:	DONATION TO PCCRS	\$	
or	CROSS PROMOTION	(explain)	

EQUIPMENT & SUPPLIES TO BE PROVIDED BY:					
EQUIPMENT	PCCRS	ORGANIZATION	DJ	LOCATION	N/A
Headphones					
Turntable					
CD player					
Laptop/ipod/mp3 player					
Table					
Mixer					
Amplifier					
Speakers					
Speaker stands					
Microphone					
Cables					
Extension Cords					
Power bar					
PCCRS banner					
PCCRS promo					

Peach City Radio station ID's must be mentioned approximately every 15-20 minutes.
 Peach City Radio PSA's must be mentioned approximately every hour or twice per event.

SOCAN FEE CALCULATION

EVENT NAME			
EVENT DATE			
ORGANIZATION			
CONTACT INFO FOR INVOICE			
EVENT TYPE	Exhibition	Concert at Exhibition	Reception
(circle)	Sports Event	Public Area	Other (explain)
DJ(s) ASSIGNED			
ORGANIZATION WILL PROVIDE:	DONATION TO PCCRS	\$	
or	CROSS PROMOTION	(explain)	

EXHIBITION/FAIR	Attendance at Previous year's event	Number of days Of event	
CONCERT AT EXHIBITION/FAIR (where separate admission is charged)	Gross receipts for concert	Gross receipts for adult ground admission	
	\$	\$	
RECEPTION/CONVENTION/ASSEMBLY	Number of events with dancing	Number of events without dancing	Room Capacity
SPORTING EVENT (ticketed)	Gross revenue from ticket sales	Complimentary ticket value (half the lowest price paid for sold ticket X # of comp tickets)	
	\$	\$	
SPORTING EVENT (free admission)	Total Attendance		
PUBLIC AREA	Number of days music played in public area		

More info: <http://www.socan.ca/licensees/music-use>

Please return to info@peachcityradio.org within 30 days of event for SOCAN FEE PROCESSING. An invoice will be submitted to the organization, payable within 30 days of invoice date.

Fees are payable to:
 Peach City Community Radio Society
 #104 – 4400 McLean Creek Road
 Okanagan Falls BC V0H 1R6