



## CULPEPER CABLE COMMISSION POLICY FOR DUPLICATION OF MATERIALS

### 1. Materials produced by Culpeper Media Network

All materials produced by Culpeper Media Network shall be made available consistent with the Virginia Freedom of Information Act (VFOIA). Copyrighted programs produced by Culpeper Media Network will be duplicated for a reasonable fee, accounting for staff time and materials. The usual cost for duplication of most programming is approx. \$10.00. Requests should be directed to the Station Manager. It is helpful and suggested, but not required, that requests be made in writing. A DVD or digital copy of materials is usually made available within 5 business days consistent with VFOIA.

### 2. Materials produced outside of Culpeper Media Network

All materials that originate from outside programming sources, but aired on Culpeper Media Network, will not be further duplicated consistent with federal copyright law and VFOIA. Culpeper Media Network will provide the contact information of the producer in order for the requestor to make inquiry regarding copies of those works.

### 3. Government Meetings

It is the policy of the Culpeper Cable Commission that all requests for media reproduction of any open government meeting will be coordinated with and handled by the custodial locality.

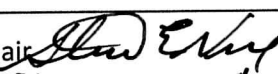
Media copies of any Town of Culpeper Authorities, Boards or Commissions shall be directed to the Town Clerk's office.

**Town Clerk**  
400 South Main Street, Suite 105  
Culpeper, VA 22701  
(540) 829-8240  
(540) 829-8249 FAX

Media Copies of any County of Culpeper Authorities, Boards or Commissions shall be directed to the County Attorney's office.

**County Attorney**  
306 N. Main Street  
Culpeper, VA 22701  
(540) 727-3407  
(540) 727-3462 FAX

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Culpeper Cable Commission Chair  Printed Name **STEVEN E NIXON** Date **6-5-17**  
Voting Date: **5/17/2017** AYE: **7** NAY: **0** ABSTAIN: **0** ABSENT: **1**