



**Town Square
Television**

5845 Blaine Avenue, Inver Grove Heights, MN 55076
Phone: 651-451-7834 Web: www.townsquare.tv



MEMORANDUM

To: Filed Candidates for City, County, School District, State, and Federal Offices serving Northern Dakota County

From: Dennis Rafferty, Government Programming Manager

Date: August 17, 2018

Re: ***“Meet The Candidates” Cable Television Program***

You are invited to participate in a “Meet The Candidates” program recording! Town Square Television is planning this unique opportunity for you to reach the voters and talk about your campaign. You don’t have to be an experienced community television producer to take advantage of your local community cable channels! With Town Square Television handling the technical production, and an experienced local host conducting the interview, your five-minute recorded segment will allow you to share your individual views on the issues that are important to your campaign. **“Meet The Candidates” recordings will be held on Wednesday, September 26, 2018, between the hours of 1 pm and 8 pm; Thursday, September 27, between the hours of 1 pm and 8 pm; and Monday, October 1, between the hours of 10 am and 2 pm.** Fifteen-minute blocks of time will be allocated to record your five-minute segment.

Host, Colleen Fuentes will introduce and interview you on pre-determined topic areas. You will find the specific questions on the enclosed registration form. An attractive, standard set will be furnished for you. Please do not bring any additional props or set pieces. Participants will be allowed one five-minute interview with no retakes. This five-minute, recorded segment allows cable subscribers in the cities of Inver Grove Heights, Lilydale, Mendota, Mendota Heights, South St. Paul, Sunfish Lake, and West St. Paul to get to know you. A \$125 fee will be charged to help offset program production costs for Town Square Television, which is a local non-profit organization.

Town Square Television will package the individual segments and replay them on our channels, and they will be available for on-demand viewing online at www.townsquare.tv. A digital MP4 file of your interview, on a USB drive, suitable for online use, along with DVD copies, are available for purchase for \$24 each.

To register, call JoAnne Schommer or Dennis Rafferty at 651-451-7834 to reserve your fifteen-minute time slot. ***The registration deadline is September 21, 2018.*** Complete the enclosed registration form, and return it, along with a check made payable to Town Square Television, before your taping session. Credit card payments can also be made online through PayPal. Go to www.townsquare.tv/meet-candidates ***Payment through check or credit card does not guarantee your time slot, you must call us to reserve a time.***

We look forward to assisting you in getting your message to local voters through local cable television!