



January 6, 2009

MEMORANDUM TO CLIENTS

Re: Reminder Regarding Quarterly Issues/Programs Lists, Children's TV Reports and DTV Education Reports

Deadline for All Reports: January 10, 2009

This is a reminder that each broadcast station must prepare a quarterly issues/programs list for the October 1 through December 31, 2008 period and place that list in its public inspection file by **January 10, 2009**. Please note that all licensees – including television licensees – will continue to prepare these reports on their own forms, as the U.S. Office of Management and Budget still has not approved the standardized enhanced disclosure form (FCC Form 355) that television licensees ultimately will have to utilize.

Licensees of commercial television stations must also prepare two additional forms covering the fourth quarter of 2008 by **January 10**: a Children's Television Programming Report ("CTV Report," FCC Form 398); and a DTV Consumer Education Quarterly Activity Report ("DTV Education Report," FCC Form 388). Both the CTV Report and the DTV Education Report must be filed through the Media Bureau's Consolidated Data Base System. Hard copies of each Report must be placed in the station's public inspection file.

As you know, it is critical that all licensees prepare the quarterly issues/programs lists and that television licensees vigorously monitor their children's programming and continue with their DTV viewer education programs, as the FCC has been regularly issuing fines of \$20,000 or more for violations of its rules. Television licensees also should be aware that, with respect to the DTV Education Report, there can be no change to the initial option (Option 1, 2 or 3) that was selected on the first Report that was filed prior to April 10, 2008.

Please contact this office if you would like more information on the FCC's requirements for quarterly issues/programs lists, CTV Reports or DTV Education Reports. In addition, we would be pleased to review your issues/programs lists and the Report forms prior to submission to the FCC and/or placement in your stations' public inspection files to ensure compliance with the FCC's rules.

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