



RADIO NAMBUCCA INC.

ABN 67 585 409 919

Nambucca Valley Radio (2NVR) Community Noticeboard (CNB) guidelines for inclusion in the noticeboard

- If possible, allow at least **3 weeks' notice** to enable adequate time to record the announcement and to maximise its time on air
- Keep it as short as possible – **30 to 60 seconds** is ideal but can be longer if necessary
Remember that your announcement is not the only one for inclusion hence the need to keep it as short as possible.
- Only include all relevant information – avoid embellishments of any kind
Short and factual.
- Minimise the use of musical intros and outros as these may add extra time
- Do not include interviews as the **Community Noticeboard** is not a suitable forum for these
- Do not include anything that promotes a local business unless they are a sponsor or are fundraising for the community's benefit.

If in any doubt as to what is an acceptable event or (for advice on) how to include it, please do not hesitate to enquire by **email: admin@2nvr.org.au**.

Nambucca Valley Radio (2NVR) reserves the right to accept or reject any item that has been submitted for inclusion in the **Community Noticeboard**. However, we always provide an explanation for the rejection and where applicable give suggestions for corrections to enable its inclusion.