



Policies & Procedures

All events that have completed the online promotion request process will be considered for RockTV. Once approved the spot will be added to the calendar, **and not before**. If the promotion was not approved for RockTV, the requesting party will be informed.

Process

The RockTV process was developed to better facilitate the quick and efficient completion of a RockTV spot. The process is as follows:

1. Receive promotion request
2. Information screened by Studio R
3. Request approved
4. Confirmation email sent/Added to calendar
5. Initial meeting set up
6. Meeting with client
7. Direction of spot determined
8. Production begins
9. Working comp presented to client
10. Revisions made
11. Final viewing by client
12. Final product sent to Ruffin

Production

In order to be considered for RockTV please make sure that your promotion request is submitted at least six weeks prior to the desired air date(s). This allows adequate time for the 12-step RockTV process to be executed ensuring a high quality, memorable and informative final product.

The people of Studio R and Rock Productions want to bring you excellence and quality in all that we do to save, equip and send out soul winners for Jesus Christ.