

CHECK LIST FOR PRIME PRODUCERS

While submitting video tapes of programmes to the Programmes Evaluation Committee, please ensure that the following information and material is provided:

check	I. <u>TAPES FOR PREVIEW</u>	Please In the box
(i).	VHS/DVD/Betacam/DVCam/Copy of the programme.	<input type="checkbox"/>
	- Indicate the title of the programme, episode number, Duration and name of the producer on the tape cover.	<input type="checkbox"/>
	- If the tape includes any promos, they should be recorded after the programme and indicated accordingly.	<input type="checkbox"/>
(ii)	The one-liner (not more than two pages) should be printed (in Urdu or English) and should include information about the theme, synopsis, cast, credits and technical information (format of the masters etc.) Guest artists, if any should be indicated separately in the cast list.	<input type="checkbox"/>
(iii)	Profile of the Production House/Producer which should include their earlier productions and technical/professional resources.	<input type="checkbox"/>
(iv)	A letter confirming that the producer has total rights of the programme being offered.	<input type="checkbox"/>
(v)	Asking price per episode of the programme.	<input type="checkbox"/>

Note:

- The Committee will be unable to consider programme if any of the above information is missing.
- For serials, episodes from the beginning, middle and end are normally required.

Please send the material/information to the following address:

Controller Programmes (Private Productions)
Pakistan Television Corp. Ltd,
Headquarters Office,
Room No.104, New Block,
Constitution Avenue
Islamabad.

Phone No. 051--9202653

Fax No. 051--9208410

II. PROGRAMME IDEAS

Programmes Evaluation Committee considers and approves programme ideas for various categories, without any commitment to purchase the recorded programme. Please ensure that the following information provided:

- | | Please check
In the box |
|--|----------------------------|
| (i). A 2-page proposal including one-liner, likely cast and technical information about the project. | <input type="checkbox"/> |
| (ii). A one-page profile of the Production House/Producer. | <input type="checkbox"/> |
| (iii) Bio-data of Director & Writer. | <input type="checkbox"/> |

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No.HQ-P-126(B)/_____

August 16, 2005

Dear Sirs/Sir/Madam,

I take this opportunity to introduce myself as the new Controller Private Productions. On behalf of PTV let me also thank you for the fruitful relationship we have had so far and look forward to your continued cooperation to promote and project quality programmes on PTV.

In order to further strengthen this wonderful relationship, I thought we share some basic information like Guiding Principles and Procedure, Purchase Procedure Quality Evaluation, Approval of Ideas, Terms of Purchase and Review Procedure of the Programmes Evaluation Committee.

I am sure a careful study and compliance of the attached checklist will take us many a miles together.

Looking forward to your continued cooperation and support.

With regards,

Yours sincerely,

(Zia-ur-Rehman)
Controller Programmes
Private Productions