



Revised:
02/19/14

Spring 2014 DJ Information and Agreement Form

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Legal Name: _____ I am (circle one): **A SUB** **A REGULAR DJ** **OTHER**

Phone Number: () _____ Email: _____

Transit Restrictions: _____ I am 18 years or older (circle one): **YES** **NO**

I am a (circle one): **TUFTS STUDENT** **TUFTS ALUM** **COMMUNITY VOLUNTEER**

PLEASE BE AS ACCURATE AS YOU CAN BE WITH THIS INFORMATION

Month/Year You Joined WMFO: _____ Semester of Last Show: _____

Number of Programming Seasons (i.e. fall, spring, summer) as a WMFO Staff Member: _____

By signing here, I agree to the following:

- Rules:** I have read the WMFO Constitution and explored the WMFO wiki (<http://wiki.wmfo.org>). I understand that these documents and this contract represent the binding rules and policies of WMFO.
- Property:** I will not attempt to fix, modify, or remove any equipment or property at WMFO without written permission from the WMFO Executive Board.
- Alcohol/Drugs:** WMFO has a zero tolerance drugs and alcohol policy. I understand that if I and/or my guests are found to be in the possession of drugs, drug paraphernalia, alcohol, and/or alcohol containers while in the station, I will be subject to immediate dismissal. I understand that if I and/or my guests are found to be under the influence of drugs and/or alcohol while in the station, I will be subject to immediate dismissal.
- Discrimination and Sexual Harassment:** I understand that violations of Tufts University's official non-discrimination and/or sexual harassment policies will not be tolerated and may result in disciplinary action including suspension or dismissal, as well as criminal prosecution.
- Shows:** If applying for a show, I have fully completed the attached scheduling form. I understand that **I might not keep my current time slot, receive my preferred show length, or get a show at all**, and that the final decision lies entirely with the Program Director and Executive Board, who are responsible for creating the semester program schedule. I understand that the Executive Board may need to cancel my show at various times during the season to accommodate special events.
- Profanity:** I understand that WMFO has a zero tolerance policy for profanity expressed over the air. I understand that there is to be no swearing in conversation played over the air at any time.
- Spinitron:** I have created a Spinitron account and recognize that I must log all material I play on air at the time it is played.
- Subs:** If assigned a show time, I understand that I must attend every show on time and for its full duration, or find a substitute by sending an email to wmfo-sublist@googlegroups.com. I understand that there is a maximum of three (3) substitutions allowed per season. If something unexpected happens, or if I will be otherwise absent for more than three shows and need more substitutions, I will contact the Program Director as soon as possible. I understand that failure to abide by this policy will affect my station access rights and show time(s) in the future (if applicable).
- Volunteering:** I understand that all regular DJs are required to complete at least five (5) hours of volunteering per semester, no more than two (2) of which may count from subbing. I understand that DJs without regular shows (subs) must complete at least three (3) non-subbing volunteer hours per semester to retain station access. I understand that failure to complete volunteer hours will affect my station access rights and show time(s) in the future (if applicable).
- Access:** The Program Director is responsible for the activation of my card access each semester. I understand that after activation, if my card does not work, it is my responsibility to email the Program Director at pd@wmfo.org as soon as possible.
- Newgroups:** I have joined and will regularly read the following two Google groups:
WMFO-STAFF: <http://groups.google.com/group/wmfo-staff>
WMFO-SUBLIST: <http://groups.google.com/group/wmfo-sublist>
For more info and to view optional groups, I will visit: https://wiki.wmfo.org/Staff_Info/Staff_Newsgroups
- Violations:** If I violate any guidelines set forth above or modified by subsequent official WMFO Executive Board e-mails, I understand that my behavior is punishable at the discretion of the WMFO Executive Board.

(Signature)

(Date)