

RECORD

CHANNEL DATE YYYY MM DD +
GUEST(s)
and TITLE

STUDIO ☐ LAPTOP ☐
ENGINEER NAME

EXPLICIT? NO ☐ YES ☐
CONSENT ☐ PHOTO ☐
YLTASGP ☐ GUEST BOOK ☐
GIFT(s) ☐
ZIP x 2 ☐ COPY TO G: ☐ N: ☐

EDIT

ASSIGNED EDITOR COPY TO S: ☐
COPY .mp3 ☐ ARCHIVE EDIT FILES ☐
WRITE INSTRUCTIONS AND MUSIC NOTES ON
THE BACK OF THIS FORM
EDITOR PAID? (amount and date)

PUBLISH

EPISODE ART ☐ DATA CAPTURED ☐
MP3TAG ☐ RSS UPDATED ☐
GITHUB ☐ TEST FTP ☐
LIVE FTP ☐ TARGET TX?

SOCIAL

FACEBOOK ☐ TWITTER ☐ LINKEDIN ☐

BOOK

RECORD

EDIT

REVIEW

PAY

DATA

META

TEST

READY

LIVE

QUOTES, NOTES, MUSIC, BOOKS Etc