

KOAM-TV
MORNING NEWS
GUEST APPEARANCE REQUEST FORM
please fax to 417-624-3158

CONTACT	Your name _____
	Phone/fax _____
	Alternate phone _____
	Email address _____

EVENT	Event name _____
	Organization name _____
	Date(s) of event _____
	Time(s) of event _____
	Cost to attend event _____
	Event Location _____
	Phone number viewers may call for more information: _____
	Web site where viewers may find more information _____
Please provide a brief explanation of the benefit this event will offer to the community:	

MORNING NEWS	Name(s) of person(s) to appear on show _____
	Week you would like to appear _____
	Potential questions guest would like anchors to ask*
	1 _____
	2 _____
3 _____	
4 _____	

*Questions provided by the guest are used as a guide only and do not necessarily represent all of the questions that could be asked by the anchors.

Due to technical limitations, **only 2 people may be interviewed (others may appear as space permits).

All guests appearing on the show should wear **business casual attire unless in appearing in costume or have prior permission for alternate attire from the anchors or producer. KOAM staff reserves the right to refuse appearance of improperly attired guests.