

# TV3/3e/be3 Commercial Delivery Requirements



# TV3/3e/be3 Commercial Delivery Requirements Commercial Clearance

## All Copy Instructions:

- Must be sent to [traffic@virgin mediasolutions.ie](mailto:traffic@virgin mediasolutions.ie) at least three working days prior to the Transmission Air Date
- Must be sent using Caria or the attached PDF Copy Instruction Template (NO other form of copy instructions will be accepted)
- Copy changes cannot be made unless the new copy has been supplied to our commercial library at the time of the change request

## Commercial Delivery:

- TV3, 3e and be3 share copy libraries.
- All commercials must be delivered at least three working days prior to the Transmission Air Date
- The preferred method of Delivery is through Adstream or IMD ADSAT or Honeycomb.
- We also accept commercials on DIGI BETA (16x9) tapes: Technical Specifications Document attached.

### Address for Commercial Tapes for TV3/3e/be3:

FAO: Traffic Department, TV3 Television Network, Westgate Business Park, Ballymount, Dublin 24.

- TV3 only holds copy for 8 weeks after last transmission date.
- A late delivery charge of €250 (plus VAT) will be applied per piece of copy not received by the agreed deadlines

## Commercial Approval:

### TV3/3e/be3

TV3/3e asks for copy submission seven working days prior to transmission. This is to allow for any necessary changes to submissions without missing a kick off date. Copy clearance meetings are held on Tuesdays and Thursdays so in order to have a commercial cleared for a Monday airdate, it must be submitted by the very latest on Wednesday afternoon.

Please notify us if you wish to make a late submission. We will continue to be as flexible as possible.

Please send a script or mpeg to [copyclearance@virgin mediasolutions.ie](mailto:copyclearance@virgin mediasolutions.ie)

If there is a large attachment, please cc [tv3.traffic@gmail.com](mailto:tv3.traffic@gmail.com)

Copy clearance contact: +353 1 4193 307

## Please include the following on all submissions

- Product Name
- Airdate
- CCCI number for commercials with alcohol
- Details of any prior approval on the submission
- Substantiation for any claims made in the submission