

PO BOX 104 HARDINSBURG, KY 40143 PHONE: 270-756-1043 FAX: 270-756-1086 wxbc@bbtel.com

FROM: Lee Bramlett TO: Area Funeral Homes/Directors RE: Obituary Policy for Local News

Thanks as always for your efforts with obituary information to keep our listeners updated. In light of the COVID pandemic and changing technology, I feel the time has come to make some modifications for receiving and broadcast obituary notices.

*- Obituaries will be read as part of Local Newscasts at 5,6,7,8am, 12noon and 4pm Monday through Saturdays and 7 and 9am and 12noon on Sundays (unless pre-empted for special programming.)

*- Items will be read on-air for a 24-hour cycle following receipt of information. Obituaries received over the weekends will be read through the 12n Monday Local Newscast. Obituaries will also be posted the Obituary page at <u>wxbc1043.com</u> for a period of 30 days following receipt and publication.

*- The service is provided AT NO COST to the Funeral Homes as a public service with generous mention of the facility and location holding the service.

*- Effective this notice, ALL obituaries must be submitted for broadcast/publication by EMAIL ONLY to <u>wxbc@bbtel.com</u>. Information from the FUNERAL HOMES ONLY will be accepted for use. Any family member or party desiring an obit for broadcast is advised to contact the Funeral Home in charge of arrangements to reach out to us at the contact points above. *- Station reserves the right to edit notices to fit a Broadcast Format.
"Broadcast format" is (Name), (Age, City of Residence), (Date, Location of Passing). Survivors include: (spouse), ({step}children, (siblings), (Parents/Grandparents as needed), (numbers of {great, etc.} grandchildren). (Time/Location of services) with burial (location). (Visitation Time and Location). (Expressions of sympathy). (Funeral Home in Charge of arrangements if service/visitation is at separate location; no service planned).

*- The following information WILL NOT be aired: Biography; Preceded in death by; Non-married partners, "Special Friends", Former Spouses; Pets, Specific Names of Nieces and Nephews; Specific Names of Great-, Grandchildren.

*- In order to provide timely dissemination of information to the community, station requests information be presented as promptly as possible. Mindful that occasionally mistakes are made in notification and to ensure information is received and disseminated promptly to our listeners and community, Station reserves the right to use info generated from Funeral Home's website for broadcast based on format listed above

*- Funeral Homes wishing NOT to release information are requested to notify the station by e-mail at <u>wxbc@bbtel.com</u> or at <u>officewxbc@bbtel.com</u> or calling (270) 756-1043 during the regular business hours of 7:30am-3pm Monday through Friday to express the request.

This will also be posted to our website so that our readers will also be aware of the policy.

Feel free to reach out to me at (270) 756-1043 or at <u>leebwxbc@bbtel.com</u> if you have any questions. Thanks again for your time and attention in this matter.

Lee Bramlett President/General Manager