

Instructions for :30 John Tesh Christmas radio  
script--  
Set up your script page as follows:

Top & Bottom: 1"  
Left & Right: 1.25"  
Header & Footer: .5"  
Font: Courier New - 14pt - 1.5 spacing  
Minimum 10 lines, maximum 13 lines of copy (Approx  
100 words, 575 characters including spaces.)  
Please allow 10 days for turnaround.  
Spots will be delivered by e-mail, please provide  
addresses for recipients.

(For :60 spots, maximum 22 lines of copy.)

**Sample :30**

Hey, John Tesh here ...and we are "swinging" into  
Greensboro with our big band Christmas show to see  
YOU at the (Your Venue Name) on (Day, Date) We'll  
have my amazing orchestra on stage playing all your  
Christmas favorites, arranged big band-style!  
Tunes like "Winter Wonderland", "Let it Snow",  
"Christmas Time is Here". So mark your calendar to  
catch us (Day, Date, Time) at (Your Venue Name).  
Tickets go on-sale this Friday at 10am! John Tesh:  
Big Band Christmas. In concert. For tickets visit  
the (Your Venue Name) box office, call xxx-xxx-xxxx  
or online at (Your online address.)