

# Delivery specifications Radio. 2023

## TECHNICAL SPECIFICATIONS

Talpa Network Media Solutions has high demands on the sound quality of the programs for all its radio stations. This applies to music but also to commercials. Talpa Media Solutions uses exclusively EAR for optimal processing of the commercials. Commercials should be delivered digitally through EAR. Uploading is free of charge. More information can be found at [www.ear.nu](http://www.ear.nu). Audio files sent as attachment to e-mails or through weblinks will not be accepted. Below are listed the technical requirements for audiofiles and the workflow for communicating the instructions as to how to air the audio.

## LENGTH OF RADIO COMMERCIALS

Radio commercials with a length of 5, 10, 15, 20, 25, 30, 35, 40, 45, 50, 55 and 60 seconds are acceptable. Deviating lengths are rounded up to a multiple of 5 seconds. The length of the radio commercials will be measured in seconds from the first moment of audio.

Example:

Audio with a length of 10,00 seconds will be booked as a 10 second commercial;

Audio with a length of 10,01 seconds will be booked as a 15 second commercial.

## AUDIO REGISTRATION

Silence in a radio commercial may not exceed 3 seconds. If the commercial has been recorded in mono then it will be necessary to offer that commercial on two channels. Both channels must contain an identical signal and must be of the same sound level (sound effects excluded).

## AUDIO FILE

The supplied audio file must meet the following specifications:

- Linear WAV file
- 48 kHz (other sample frequencies will not be accepted)
- 16 Bit Stereo

## LEVEL

The maximum (peak) noise in the audio file may not exceed -6 dBfs related to 0 dBfs (full scale).

## BUMA/STEMRA

The Buma/Stemra information about musical rights is required to be filled in as complete as possible by the audioproducer. This can be done during the upload process in EAR or by attaching a form.

This form can be downloaded from [www.cuesheet.nl](http://www.cuesheet.nl) or by telephone request at Buma Stemra, department audio-visual productions: +31 23 799 79 99. More information: [www.bumastemra.nl](http://www.bumastemra.nl).

## EAR ID

Once an audio file has been successfully uploaded, the uploader will receive an automated confirmation containing a unique EAR ID (EAR-XXXXXXX). This EAR ID is the same for every radio station selected in the upload process. The EAR ID is mandatory information to be included in the instruction sent to [traffic@oms.fm](mailto:traffic@oms.fm).

## STORAGE

Due to legal use of music and voice in audio a commercial can be used up to a maximum of one year since the first time it was aired. Once processed in our system we'll provide a commercial number to reference to.

Unused audio uploaded in EAR will be available for one month.



## AV Operations

The department AV Operations of Talpa Media Solutions is responsible for processing your radio-campaigns. This department is divided in two teams: Planning for booking your campaign request, and Traffic for processing the audio from EAR in the booked campaign.

To make sure that we process the received requests as quick and efficient as possible, we ask you to maintain the deadlines and delivery specifications as specified in this document.

## DELIVERY DEADLINES

CAMPAIGN REQUESTS: Preferably send the requests before 12 o'clock, two workdays ahead of the first programming day to [planning@oms.fm](mailto:planning@oms.fm).

INSTRUCTIONS: E-mail details as to what commercials should be planned in which period to [traffic@oms.fm](mailto:traffic@oms.fm), before 12 o'clock, two workdays ahead of the first programming day. Please specify the campaign name, the exact titles of the audio uploaded in EAR and their EAR ID. Also specify the dates the audio should be broadcasted. If audio was already processed by us and the audio is not older than a year you can communicate the commercial numbers provided in a past campaign or flight. Without an instruction the campaign cannot start.

Audio files sent as attachment to e-mails or through weblinks will not be accepted.

START CAMPAIGN	MATERIAL SUPPLY
Monday	Thursday before 12 'o clock
Tuesday	Friday before 12 o'clock
Wednesday	Monday before 12 o'clock
Thursday	Tuesday before 12 o'clock
Friday	Wednesday before 12 o'clock
Saturday	Thursday before 12 o'clock
Sunday	Thursday before 12 o'clock

Deadlines are adjusted for holidays. Please contact us for more information.

## CONTACT US

Please don't hesitate to ask for more information::

NAME	PHONE	MOBILE	E-MAIL	FUNCTION
General	020 800 7000	•	<a href="mailto:planning@oms.fm">planning@oms.fm</a>	•
<b>Emergency only outside office hours</b>	020 800 7880	•	<a href="mailto:traffic@oms.fm">traffic@oms.fm</a>	•
Kees Vos	•	06 11 31 88 26	<a href="mailto:kees.vos@oms.fm">kees.vos@oms.fm</a>	Senior Planning
Louise Mulder	•	06 52 41 55 60	<a href="mailto:louise.mulder@oms.fm">louise.mulder@oms.fm</a>	Planning
Debby Bouwmeester	•	06 15 54 97 90	<a href="mailto:debby.bouwmeester@oms.fm">debby.bouwmeester@oms.fm</a>	Planning
Esther van der Eijk	•	06 55 45 43 50	<a href="mailto:esther.vandereijk@oms.fm">esther.vandereijk@oms.fm</a>	Planning
Andre Willigenburg	•	06 15 09 71 12	<a href="mailto:andre.willigenburg@oms.fm">andre.willigenburg@oms.fm</a>	Planning
Sheng-Yi Cai	•	06 30 17 63 65	<a href="mailto:sheng-yi.cai@oms.fm">sheng-yi.cai@oms.fm</a>	Traffic
Roel Hoekstra	•	06 83 64 59 34	<a href="mailto:roel.hoekstra@oms.fm">roel.hoekstra@oms.fm</a>	Traffic
Jelle van Dijk	•	06 38 63 22 59	<a href="mailto:Jelle.dijk@oms.fm">Jelle.dijk@oms.fm</a>	Traffic