



01/06/12

REVISED SPOT UPLOAD & TRAFFIC INSTRUCTIONS

FTP SITE

PLEASE READ CAREFULLY; SOME PROCESSES ARE DIFFERENT

Open Windows Explorer

Go to [FTP://ftp.adgorilla.com](ftp://ftp.adgorilla.com)

USER ID: AdGorillaGuest

PASSWORD: seespotplay

Once you access the site, create a folder with your client name and then you will be able to drag the spot file that you want to send us into the FTP site. We will then move it to our internal server for telecast. Make sure the spot file name matches the name of the spot on the traffic instructions we receive for the order. If you have any problems accessing the FTP site please call Sean at 303-501-5968.

- We will make sure the audio level is set properly.
- We can accept .mpg (2 or 4, preferably 2) / .avi / .wmv / .mov files in Program Stream format.
- 6 meg constant bitrate. It should be 29.97 frames per sec. with drop frame.

TAPES

We can accept spots in DVD or Beta format. Send all tapes to:

AdGorillaTV
10789 Bradford Road, Suite 250
Littleton, CO 80127
Attn: Traffic

TRAFFIC INSTRUCTIONS

Forward all traffic instructions to orders@adgorillatv.com.

BILLING

Forward checks and billing items to:

AdGorilla
P.O. BOX 17764
Denver, CO 80217-0764

For problems with any of these procedures please call Sean at 303-501-5968 or Clay Davenport at 720-327-6774.