



**TDGA Traffic,
Bookkeeping,
Management,**

Sales & Office Calendar

May, 2017

	WK	Mon	Tue	Wed	Thu	Fri	Sat	Sun
M	19	1	2	3	4	5	6	7
A	20	8	9	10	11	12	13	14
Y	21	15	16	17	18	19	20	21
	22	22	23	24	25	26	27	28

Monday May 1, 2017

- **First Day of May on the Gregorian Calendar**
- **IRS:** File Form 720 for the first Quarter of 2017
- **IRS:** File Form 2290 and pay the tax on vehicles first used in March 2017
- **IRS:** Employers: File Form 941 for the first Quarter of 2017
- **IRS:** Deposit FUTA Tax owed through March if more than \$500
- **HAWAII:** Lei Day

Tuesday May 2, 2017

- **RELIGIOUS HOLIDAY:** [Yom Ha'atzmaut](#) (Jewish)

Wednesday, May 3, 2017

- **IRS:** Deposit Payroll Tax for payments on April 26-28 if the semiweekly deposit applies
- **MISSOURI:** [2017 Sports Seminar at Kauffman Stadium](#) 1:00 pm - 9:00 pm, Kauffman Stadium, 1 Royal Way, Kansas City, MO

Thursday, May 4, 2017

- **OBSERVANCES:** Kent State Shootings Remembrance, Ohio
- **RELIGIOUS HOLIDAY:** National Day of Prayer
- **RHODE ISLAND:** Rhode Island Independence Day
- **NEBRASKA:** 2nd Annual NBA Foundation Golf Tournament, proceeds to the NBAF Scholarship Fund, helping Nebraska College & high school students pursue broadcasting careers. Woodland Hills Golf Course. 11-am Shotgun Start. \$100.00 per player includes: gift bag, lunch at the turn, Live auctions for stay and play golf packages, Flag prizes for golf at top Nebraska courses. Woodland Hills Golf Course is in Eagle, NE (just 10 miles east of Lincoln). www.woodlandhillsgolf.com. Can't attend or don't like to golf? Donate to the NBAF Scholarship Fund via PayPal or by check! Contact jim@ne-ba.org

Friday, May 5, 2017

- **IRS:** Deposit Payroll Tax for payments on April 29-May 2 if the semiweekly deposit applies
- **ARIZONA:** 13th Annual Arizona Broadcasters Association AZ AMBER Alert Golf Classic, Biltmore Golf Resort, Phoenix AZ
- **MEXICO:** Cinco de Mayo

Saturday, May 6, 2017

- **OBSERVANCE:** [National Nurses Day](#)

- **WISCONSIN:** Wisconsin Broadcasters Association Awards Gala – 5-pm, Madison Marriott West Hotel, 1313 John Q Hammons Drive, Middleton, WI. Cost of the event is \$70.

Sunday, May 7, 2017

- **PENNSYLVANIA:** - [2017 PAB Annual Convention and Gold Medal Dinner](#), (May 7-8) The Hotel Hershey

Monday May 8, 2017

- **MISSOURI:** Truman Day
- **COLORADO:** Virtual Job Fair, 05/08/17 - 05/12/17. Deadline for stations registration is Wednesday, May 3rd at 5pm. Virtual Job Fairs are free to CBA member stations and \$75 for non-member stations. The Virtual Job Fair fulfills the option of participating in “at least four job fairs” during a 2-year period. By participating in four virtual job fairs within a 2-year period, a station fulfills one requirement of the third prong (supplemental efforts) of the FCC’s Options Menu. If you have any questions, e-mail CBA@ColoradoBroadcasters.org. or call (720) 536-5427

Wednesday, May 10, 2017

- **IRS:** File Form 941 for the first Quarter if you timely deposited all required payments.
- **IRS:** Deposit Payroll Tax for payments on May 3-5 if the semiweekly deposit applies
- **NORTH CAROLINA:** Confederate Memorial Day
- **SOUTH CAROLINA:** State Holiday

Thursday, May 11, 2017

- **ARIZONA:** Broadcasters Career Fair – Phoenix @ East Valley Institute of Technology; 10:00 am – 2:00 pm located at 1601 W. Main St. Mesa, AZ 85201 Building 2 – Culinary Arts Center Featuring Radio & Television Stations Open to anyone interested in a broadcasting career (job seekers do not need to register) Bring multiple copies of your resume Possible on-the-spot interviews
- **NEVADA:** Broadcasters Day in Carson City. 401 South Carson St., Room 3100 Carson City, NV - NVBA members will join with state legislators to discuss issues important to broadcasters and our communities. For more information or to participate, please contact the Nevada Broadcasters Association Office at (702) 794-4994. If you are coming from Southern Nevada/Las Vegas, please plan on taking the 6:30am Southwest Flight #1634. The Nevada Army National Guard is facilitating transport from the Reno Airport to Carson City. If you take a different flight, you will be responsible for your own transportation to Carson City. The recommended return flight is the 7:40pm Southwest Flight #3577. Air Fare reimbursements will be processed after 5/11/17. Continental Breakfast and Lunch will be provided.

Friday, May 12, 2017

- **IRS:** Deposit Payroll Tax for payments on May 6-9 if the semiweekly deposit applies

Sunday, May 14, 2017

- **OBSERVANCE:** [Mother's Day](#)
- **RELIGIOUS OBSERVANCE:** [Lag BaOmer](#) (Jewish)

Monday May 15, 2017

- **FILING: Copyright Royalty Fee: Monthly Report of Use and Monthly Usage Statement of Account Forms Due**—Commercial and noncommercial webcasters and those simulcasting radio programming over the Internet must by this date submit the Monthly Report of Use and Monthly Usage Statement of Account forms to SoundExchange for the month ending March 31, 2017.
- **IRS: Deposit Payroll Tax for April if the monthly deposit rule applies.**
- **OBSERVANCE: [Peace Officers Memorial Day](#)**

Wednesday, May 17, 2017

- **VERMONT: [Convention of the Vermont Association of Broadcasters](#)**, VAB's 62nd Annual Convention, at the Capitol Plaza Hotel in Montpelier.
- **IRS: Deposit Payroll Tax for payments on May 10-12 if the semiweekly deposit applies**

Friday, May 19, 2017

- **IRS: Deposit Payroll Tax for payments on May 23-16 if the semiweekly deposit applies**

Saturday, May 20, 2017

- **OBSERVANCE: [Armed Forces Day](#)**

Monday May 22, 2017

- **CALIFORNIA: [Harvey Milk Day](#)**
- **CANADA: [Victoria Day](#)** Canada, Except NS, NU & QC
- **CANADA: [National Patriots' Day](#) (Quebec)**
- **CONFERENCE: MFM & BCCA Annual Conference: "Magic of Media" - Media Finance Focus 2017, MFM & BCCA's 57th Annual Conference, will be held at The Hyatt Grand Cypress in Orlando, Florida, starting on Monday, May 22 and concluding on Wednesday, May 24. [More information](#)**

Tuesday May 23, 2017

- **CONVENTION: [BroadcastAsia 2017](#), (May 23-25th, Singapore)**
- **CONFERENCE: MFM & BCCA Annual Conference: "Magic of Media", Media Finance Focus 2017, MFM & BCCA's 57th Annual Conference, will be held at The Hyatt Grand Cypress in Orlando, Florida, starting on Monday, May 22 and concluding on Wednesday, May 24. [More information](#)**

Wednesday, May 24, 2017

- **IRS: Deposit Payroll Tax for payments on May 17-19 if the semiweekly deposit applies**
- **CONFERENCE: MFM & BCCA Annual Conference: "Magic of Media", Media Finance Focus 2017, MFM & BCCA's 57th Annual Conference, will be held at The Hyatt Grand Cypress in Orlando, Florida, starting on Monday, May 22 and concluding on Wednesday, May 24. [More information](#)**
- **REMINDER: Nielsen ratings period ends for The Nielsen Company's "Sweeps" Month (April 27 - May 24)**

Thursday, May 25, 2017

- **RELIGIOUS OBSERVANCE:** [Ascension Day](#) (Christian)
- **ARIZONA:** Arizona Broadcasters Board Meeting 11:00 am – 1:00 pm

Friday, May 26, 2017

- **IRS:** Deposit Payroll Tax for payments on May 20-23 if the semiweekly deposit applies

Saturday, May 27, 2017

- **RELIGIOUS OBSERVANCE:** [Ramadan starts](#) (Muslim)

Sunday, May 28, 2017

- **Last Day of May-2017 for the Broadcast Month**

Monday May 29, 2017

- **NATIONAL HOLIDAY:** [Memorial Day](#)

Wednesday, May 31, 2017

- **Last Day of May according to the Gregorian Calendar**
- **IRS:** File Form 2290 and pay the tax for vehicles first used during April
- **RELIGIOUS OBSERVANCE:** [Shavuot](#) (Jewish)
- **LOUISIANA / MISSISSIPPI:** 05/31-6/01 - [2017 LAB/MAB Joint Annual Convention and Technical Engineering Conference](#) (Held in New Orleans LA)

Don't See Events In Your State? Contact your State Broadcaster Association and ask them to be sure to promote events on TDGA Traffic Calendar. It's distributed to over 8,000 Broadcasters each week, including Your Station!

	WK	Mon	Tue	Wed	Thu	Fri	Sat	Sun
J	23	29	30	31	1	2	3	4
U	24	5	6	7	8	9	10	11
N	25	12	13	14	15	16	17	18
	26	19	20	21	22	23	24	25

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- **Annual EEO Public File Report Required**—Station Employment Units that have five or more full-time employees and are comprised of radio and/or television stations licensed to communities in **Delaware, Indiana, Kentucky, Pennsylvania, Tennessee, or Texas** must by this date place in their public inspection files and post on their station websites a report regarding station compliance with the FCC's EEO Rule during the period April 1, 2016 through March 31, 2017. A more detailed review of station EEO obligations and the steps for implementing an effective EEO program can be found in our most recent EEO Advisory.
- **FCC Form 397 Mid-Term EEO Report Due**—Radio Station Employment Units that have eleven or more full-time employees and are comprised of radio stations licensed to communities in **Texas** and Television Station Employment Units that have five or more full-time employees and are comprised of television stations licensed to communities in **Kentucky, Indiana, or Tennessee** must by this date electronically file with the FCC and place in their public inspection files the Mid-Term EEO Report on FCC Form 397. The Station Employment Unit's last two EEO Public File Reports must be submitted with the Form 397. A more detailed review of station EEO obligations and the steps for implementing an effective EEO program can be found in our most recent EEO Advisory. *Note that because this filing deadline falls on a weekend, the submission of this item to the FCC may be made on April 3.*
- **FCC Form 323-E Biennial Ownership Report Due**—**Noncommercial radio stations** licensed to communities in Texas and noncommercial television stations licensed to communities in **Delaware, Indiana, Kentucky, Pennsylvania, or Tennessee** must electronically file by this date their biennial ownership reports on FCC Form 323-E, unless they have consolidated this filing date with that of other commonly owned stations licensed to communities in other states. FCC Form 323-E does not require a filing fee. The form as filed must be placed in stations' public inspection files. *Note that because this filing deadline falls on a weekend, the submission of this item to the FCC may be made on April 3. Additionally, upon OMB approval (see Item of Note III, above) this filing requirement may be superseded by FCC Form 2100, Schedule 323-E.*
- **April Fool's Day** - <http://www.wincalendar.com/April-Fools-Day>

Sunday, April 2, 2017

- **Autism Awareness Day** - <http://www.wincalendar.com/World-Autism-Awareness-Day>

Monday, April 3, 2017

- [Texas Association of Broadcasters Awards: Nomination Deadline](#) - This year's distinguished awards will be presented during TAB's 6^{4th} Annual Convention & Trade Show, Aug. 9-10 at the Renaissance Austin Hotel. **Nomination Deadline is Today, Monday, April 3rd.** [Download individual nomination form](#)

Tuesday, April 4, 2017

- [Kansas Broadcasters Association 2017 Student Seminar, Student Awards and Career Fair](#) - Ramada Downtown Topeka, 420 SE 6th Street, Topeka **KAB Room Rate (if needed)** - \$89+tax Student Registration fee: \$20 per student or educator (includes lunch) 9:00 am – 1:30pm

Wednesday, April 5, 2017

- **IRS: Deposit Payroll Tax for payments on March 29-31** if the semiweekly deposit applies
- [South Carolina Broadcasters Association](#) Job Fair - SC National Guard Armory (**No details provided**)

Thursday, April 6, 2017

- [Texas Association of Broadcasters](#) reminds you today is the Last Day to Register to Vote: Municipal/School Board Election, which will be held May 6 (municipal/school board election.) **Questions? Contact [Michael Schneider](#)** or call (512) 322-9944.

Friday, April 7, 2017

- **IRS: Deposit Payroll Tax for payments on April 1-4** if the semiweekly deposit applies
- [Kentucky Broadcasters Association KBA High School Senior Scholarship](#) Program - Application deadline: April 7, 2017. Awarded to qualified sons and daughters of employees of Kentucky broadcast stations. [APPLY ONLINE](#)
- **World Health Day** - <http://www.wincalendar.com/World-Health-Day>

Sunday, April 9, 2017

- **Palm Sunday** - <http://www.wincalendar.com/Palm-Sunday>
- **MTV Movie Awards** - <http://www.wincalendar.com/MTV-Movie-Awards>

Monday, April 10, 2017

- **Quarterly Issues/Programs List Required—All full-power radio, full-power television, and Class A television stations** must place in their public inspection files by this date the Quarterly Issues/Programs List covering the period January 1, 2017 through March 31, 2017.
- **Certification of Children's Commercial Time Limitations Required—Commercial full-power and Class A television stations** must place in their public inspection files by this date records "sufficient to verify compliance" with the FCC's commercial time limitations in children's programming broadcast during the period January 1, 2017 through March 31, 2017.
- **FCC Form 398 Children's Programming Report Due—Commercial full-power and Class A television stations** must by this date electronically file FCC Form 398 demonstrating their responsiveness to "the educational and informational needs of children" for the period January 1, 2017 through March 31, 2017, and ensure a copy of the form as filed with the FCC is in the station's public inspection file.
- **Class A Television Continuing Eligibility Certification—Class A television stations** are required to maintain documentation in their public inspection files sufficient to demonstrate continuing compliance with the FCC's Class A eligibility requirements. We recommend that by this date Class A television stations generate such documentation for the period January 1, 2017 through March 31, 2017 and place it in their public inspection files.
- **National Siblings Day** - <http://www.wincalendar.com/National-Siblings-Day>

Tuesday, April 11, 2017

- **Passover Begins at Sunset Today** - <http://www.wincalendar.com/Passover>
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Wednesday, April 12, 2017

- **IRS: Deposit Payroll Tax for payments on April 5-7** if the semiweekly deposit applies
- **Passover Continues** - <http://www.wincalendar.com/Passover>

Thursday, April 13, 2017

- **[Wisconsin Broadcasters Association Deadline for Hotel Reservations](#)** for the May 6th Awards Gala to be held at the Madison Marriott West Hotel, Middleton WI. Cost of the event is \$70; The WBA has a block of rooms reserved at the Madison Marriott West Hotel at the rate of \$128. To reserve your room please contact the hotel at 888-745-2032 and mention you are with the Wisconsin Broadcasters. The Hotel deadline is today. PLEASE NOTE: Because we have to guarantee a meal count, the WBA will NOT refund any cancellations made after April 21, 2017. We will also invoice for all “no-shows” [Book your Marriott West Reservation Online!](#) The event itself is being held on May 6th- this is only the deadline for the reduced rate rooms at the hotel, if needed.
- **Passover Continues** - <http://www.wincalendar.com/Passover>
- **Holy Thursday** - <http://www.wincalendar.com/Holy-Thursday>

Friday, April 14, 2017

- **IRS: Deposit Payroll Tax** for payments on April 8-11 if the semiweekly deposit applies
- **Copyright Royalty Fee: Monthly Report of Use and Monthly Usage Statement of Account Forms Due—** Commercial and noncommercial webcasters and those simulcasting radio programming over the Internet must by this date submit the Monthly Report of Use and Monthly Usage Statement of Account forms to SoundExchange for the month ending February 28, 2017.
- **[Hawaiian Association of Broadcasters – Local Sales Seminar 7:00am \(HAST\)](#)** - for Broadcast Sellers, Digital Specialists, Local Sales Managers, General Sales Managers and anyone at your station involved with broadcast and digital solutions. [Click here to sign up for this FREE webinar!](#)
- **Passover Continues** - <http://www.wincalendar.com/Passover>
- **Good Friday** - <http://www.wincalendar.com/Good-Friday>

Saturday, April 15, 2017

- **[Missouri Broadcasters Association](#)** reminds its members of the 2017 St. Louis Media Hall of Fame 7:00pm-10:00pm [The St. Louis Media History Foundation](#), will hold its Media Hall of Fame induction ceremony at the [St. Louis City Center Hotel](#) at 400 South 14th Street. The St. Louis Media Hall of Fame recognizes St. Louisans who have made a major contribution, in their work here or elsewhere, to their respective media in four different fields: [Radio](#) (established in 2002), [Print](#) (established in 2006), [Television](#) (established in 2006), and [Advertising/Public Relations](#) (Established in 2007). For information contact the St. Louis Media History Foundation (Phone:314-537-1500) or Email: <mailto:info@stlmediahistory.com>; or visit their website at <http://www.stlmediahistory.com>
- **Passover Continues** - <http://www.wincalendar.com/Passover>

Sunday, April 16, 2017

- **Easter Sunday**
- **Passover Continues** - <http://www.wincalendar.com/Passover>

Monday, April 17, 2017

- **[Texas Broadcasters Education Foundation](#)** Deadline for TBEF Scholarship Applications, for the 2017-2018 Texas Broadcast Education Foundation scholarships. [More information](#)
- **Passover Continues** - <http://www.wincalendar.com/Passover>

- [Easter Monday](#)

Tuesday, April 18, 2017

- TAX Day in United States - <http://www.wincalendar.com/Tax-Day>
- IRS INDIVIDUALS – File Form 1040, 1040A or 1040EZ. For an automatic 6-month extension, File Form 4868, and deposit Estimated Tax. Pay the First Installment of 2017 Tax using Form 1040-ES
- IRS **C CORPORATIONS**. File Form 1120 for Calendar Year and pay any tax due. For an automatic 6-month extension, File Form 7004 and deposit Estimated Tax. Also Deposit the first installment of your 2017 Estimated Tax.
- IRS **HOUSEHOLD EMPLOYERS** – File Schedule H with Form 1040 if you paid \$2,000 or more to a household employee.
- IRS – Deposit Payroll Tax for March if the Monthly Deposit Rule applies.
- [Walker Broadcast Management Institute](#)
- [World Amateur Radio Day](#)
- **Passover Ends** - <http://www.wincalendar.com/Passover>

Wednesday, April 19, 2017

- [Michigan Association of Broadcasters](#) -1:00-1:30pm [Statewide Tornado Drill](#) – The MAB Website indicates more Details to come.
- [Walker Broadcast Management Institute](#)

Thursday, April 20, 2017

- IRS: Deposit Payroll Tax for payments on April 12-14 if the semiweekly deposit applies
- Nevada Broadcasters Association Southern Golf Tournament - Las Vegas National Golf Club, 1911 East Desert Inn Rd. Las Vegas, NV 89169

Friday, April 21, 2017

- IRS: Deposit Payroll Tax for payments on April 15-18 if the semiweekly deposit applies

Saturday, April 22, 2017

- [NAB Show](#), Las Vegas
- [Kentucky Broadcasters Association Harry Barfield Scholarship Application Deadline: Today - April 22nd](#) Open to college and university students who attend institutions in Kentucky and whose primary residence is in Kentucky, who is majoring in broadcasting/communications, and who have demonstrated a sincere interest in pursuing a career in broadcasting. [APPLY ONLINE](#)
- **Earth Day** - <http://www.wincalendar.com/Earth-Day>

Sunday, April 23, 2017

- [NAB Show](#), Las Vegas
- **Divine Mercy Day (Catholic)** - <http://www.wincalendar.com/Divine-Mercy-Sunday>
- **Holocaust Remembrance Day (Jewish)** - <http://www.wincalendar.com/Holocaust-Remembrance-Day>

Monday, April 24, April 2017

- [NAB Show](#), Las Vegas
- **Lailat at Mitaj Day (Muslim)** - <http://www.wincalendar.com/Lailat-al-Miraj>
- [St. George's Day](#)

Tuesday, April 25, 2017

- [NAB Show](#), Las Vegas

- [National Association of Gay & Lesbian Broadcasters Casual Get Together](#), Quadz Video Bar, Las Vegas

Wednesday, April 26, 2017

- [NAB Show](#), Las Vegas
- IRS: Deposit Payroll Tax for payments on April 19 - 21 if the semiweekly deposit applies
- **Administrative Professional's Day** - <http://www.wincalendar.com/Administrative-Professionals-Day>

Thursday, April 27, 2017

- [NAB Show](#), Las Vegas

Friday, April 28, 2017

- IRS: Deposit Payroll Tax for payments on April 22 - 25 if the semiweekly deposit applies
- [Hawaiian Association of Broadcasters](#) – Royal Hawaiian, Honolulu
- **Arbor Day** - <http://www.wincalendar.com/Arbor-Day>

Sunday, April 30, 2017

- **Last Day of April on the Standard Broadcast Calendar & The Gregorian Calendars**