**To set up a Videos Channel on your site**

**Step 1** Fill out this document and then

**Step 2** Send the form, & cover image in a single email to [ivyoptic@yahoo.com](mailto:ivyoptic@yahoo.com)

If you have multiple Videos channels you wish to set up, duplicates this form, fill them out & send each on separate emails with the provided cover image for each form.

(\*) means this information is required

Cover images are not required

Cover images have a maximum size of (100mb)

**The Form: Fill out the bullet points below**

* \*Videos Channel Title:
* Videos Channel Description:
* \*Attach to a membership pricing plan: (yes/no – if yes name the membership plan)

**If attached to a membership pricing plan**

* Disable purchase/rent of single videos in this channel: (disabling will make it so that only members can watch videos in this channel) (disable/don’t disable)