

## Technical Sheet for Radio - Luxembourg

# RADIO



## TODAY

RADIO

All commercials on **RTL TODAY RADIO** must necessarily be broadcast in **English**.  
For this, there are 2 options :

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**1**

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Send the completely finished spot to the following address: **spots@ipl.lu**

**Deadline for submitting spot to be broadcast: one working day before broadcast date, before noon**

Please include:

- the written copy of the commercial
- the musical references (*name of song, composer, arranger*)
- company and contact details for billing.

In this particular case, IP LUXEMBOURG will charge **technical and conceptual quality control fees: 30 € excl. vat per spot per radio station**

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**2**

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Let IPPRODUCTIONS adapt your commercial into english.

**Material to be sent to us:**

**The original reference** spot in one of the following languages (*DE, FR, NL*) so that we may find (a) similar voice(s).

**The sound** – the music, sound effects (*if used*) and/or the finished mix are to be delivered as follows:

- Stereo 44.1 or 48 kHz / 16bit or 24bit
- Volume: - 14dB LUFS
- Accepted formats: uncompressed WAV or AIFF file or MP3 (44.1 or 48 kHz min. 192 kbps) with extension .mp3
- Accepted data carriers: FTP or web server e-mail (*max 15 MB per message*)
- Other instructions: Please use file names containing alphanumerical characters only.

The preferred way to send material is by uploading it onto a server. If you do not have a server yourself, you can upload your material to ours [www.ipl.lu/upload](http://www.ipl.lu/upload).

Please send **separate files** for music and sound effects. In case you're sending more than one element for a spot, please insert a beep (one frame in length) before the beginning of the next element.

In case you are sending voice tracks, please send them in a 'clean', untreated fashion (*i.e. not compressed, not limited, without equalizer or any other effect*).

Use this e-mail address for sending audio elements to: [audio@ipl.lu](mailto:audio@ipl.lu)

**The type-written reference copy** (*in FR, NL, DE*) which we will translate into english, as well as the **musical references** (*name of song, composer, arranger, lyricist*).

Use this e-mail address for sending reference spots and copy to: [concept@ipl.lu](mailto:concept@ipl.lu)

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**Rates for the Luxembourgish adaptation of your spot on request at [concept@ipl.lu](mailto:concept@ipl.lu)**

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### Procedure:

Deadline for submitting material: 4 working days before radio broadcast date. If the material is delivered 2 days before broadcast date, you will be billed a "late fee" of 100 € (excl. VAT).

Upon reception of the material, we will submit to you the Luxembourgish translation of the copy (*if required*) as well as a cost estimate, which you **must** return to us signed.

**If we do not have your signed agreement 24 hours prior to the broadcast date, we won't be able to guarantee the timely carrying out of the campaign in accordance with the originally planned dates.**

E-mail address for sending completely finished, broadcast-ready spots to: [spots@ipl.lu](mailto:spots@ipl.lu)

E-mail address for sending sound elements to: [audio@ipl.lu](mailto:audio@ipl.lu)

E-mail address for sending copy to: [concept@ipl.lu](mailto:concept@ipl.lu)

**Adress :** IP LUXEMBOURG  
Département IPPRODUCTIONS  
43 Boulevard Pierre Frieden  
L-1543 LUXEMBOURG  
concept@ipl.lu

**Sound Studios :** Tél : +352 44 70 70 – 46 81  
ou +352 44 70 70 – 46 79  
Mail : audio@ipl.lu

**Copy Writers :** concept@ipl.lu