



**CLOSED  
CAPTION  
PRODUCTIONS**

January 1, 2016

To Whom It May Concern:

This letter will serve as notice that all realtime and post-production captioning files and/or services provided by Closed Caption Productions, LLC, comply with and adhere to the FCC Captioning Quality Standards, 47 C.F.R. § 79.1, including but not limited to:

- **Accurate: Captions must match the spoken words in the dialogue and convey background noises and other sounds to the fullest extent possible.**
- **Synchronous: Captions must coincide with their corresponding spoken words and sounds to the greatest extent possible and must be displayed on the screen at a speed that can be read by viewers.**
- **Complete: Captions must run from the beginning to the end of the program to the fullest extent possible.**
- **Properly placed: Captions should not block other important visual content on the screen, overlap one another or run off the edge of the video screen.**

Sincerely,

CLOSED CAPTION PRODUCTIONS, LLC

T.J. DiGrazia  
Operations Manager