

RTÉ Advertising Clearance

All commercial communications must be cleared before submission for broadcast

All submissions can be made via the RTÉ Clearance Portal

Access portal:

[Home](#) · [Customer Self-Service](#)

Clearance Process

1

***Most important step**

Pre-clear your script

Submit your script and storyboard via the RTÉ Clearance Portal. Include substantiation for any claims made. This **must be done at least three days before** your broadcast submission deadline. If copy requires **substantiation**, ensure you have ample time for this to be considered.

2

Await approval

The Clearance Committee will review your submission. Production can only begin once written approval has been received — do not proceed without it. **Ensure you have given enough time for copy approval prior to production.**

3

Submit for post-production clearance

Once the final ad is produced, submit the completed version via the portal. This must include exact timings, legal text, voiceovers, and any other final elements for sign-off before broadcast.

Important: Failure to follow this process will result in delays to your advertising copy being cleared and may prevent it from going to air. Always allow adequate lead time.