



## CREDENTIAL POLICIES & APPLICATION GUIDELINES

### Please read below content prior to completing the Credential Application Form:

The media application must be completed and accompany a letter of request on company letterhead. Media credentials at Auto Club Speedway are issued **only** to recognized newspapers, news/wire services, motorsports publications, national and local television news stations and local radio networks, and other publications or internet sites that regularly cover motor sports. All credential applications must be requested by the editor, sports editor, photography editor, or sports director, and are subject to verification. **No freelance journalist or photographer will be credentialed on an individual basis.** Auto Club Speedway reserves the right to make all decisions regarding who will be granted credentials and the number of credentials issued per news organization.

***ALL CREDENTIAL REQUESTS MUST BE RECEIVED BY THE ESTABLISHED DEADLINE FOR CONSIDERATION. CREDENTIAL REQUESTS NOT RECEIVED BY THE DEADLINE RISK NOT BEING PROCESSED, NOT BEING FILLED AS REQUESTED, OR REQUEST BEING DENIED.***

***CREDENTIALS ARE NON-TRANSFERABLE. THE REPRESENTATIVE ISSUED A CREDENTIAL IS CONSIDERED ON ASSIGNMENT. CONDUCT AS A FAN/SPECTATOR SUCH AS SOLICITATION FOR A DRIVER'S AUTOGRAPH, SOLICITATION FOR BUSINESS PROSPECTS, ETC. IS STRICTLY PROHIBITED. ANY MISUSE OF A CREDENTIAL WILL RESULT IN THE IMMEDIATE FORFEITURE OF THE CREDENTIAL AND ALL PRIVILEGES ASSOCIATED WITH IT.***

### INSTRUCTIONS:

1. **MEDIA OUTLET NAME:** Organization, publication, news outlet, etc. **This is a required field.**
2. **ADDRESS:** Address of the outlet. **This is a required field.**
3. **PHONE:** Phone number of the requestor. **This is a required field.**
4. **FACSIMILE #:** Fax number of the requestor. **Must provide to receive a confirmation letter via Fax.**
5. **E-MAIL ADDRESS:** E-mail address of the requestor. **Must provide for the requestor to receive a confirmation letter via e-mail.**
6. **REQUESTOR:** The person requesting the credentials prints or types name. **This is a required field.**
7. **TITLE:** Requestor's Title; editor, sports editor, photography editor, or sports director. **This is a required field.**
8. **NAME:** First and last name of the representative.
9. **JOB / FUNCTION:** For each representative, enter the function to be performed by that individual. Writer, Journalist, Reporter, Photographer (Stills), Videographer (Video Stream), Radio, or Other. **This is a required field** to determine access privileges.
10. **AHC:** Check this box, if the individual has an AMA Annual Hard Card.
11. **DM – Deadline Media:** If a writer or photographer requires a seat for data transmission, then check "DM". Seating is pre-assigned
12. **MC – Media Center:** Admittance to the Media Center. **Access to the working areas in the media center is reserved for media on deadline (check DM) during the races.** The media center is located on the lower level of the infield Terrace Suites behind pit road
13. **TP - Terrace Press:** Admittance to the Terrace Press Box (located on the Terrace Suite Level, level above the media center). The Terrace Press sticker allows access to the Terrace Press Box and the Media Center.
14. **VL - Victory Lane:** Admittance to Victory Lane (Winner's Circle) area after each race concludes. **Media access is strictly limited.** No individual interviews will be granted in Victory Lane. The winner will be provided to TV stations immediately following the race for live television and radio interviews. The winner will then be available in the press conference room. The track will provide a molt box. Everyone will receive the same feed and have the same opportunity to ask questions.
15. **PARKING:** Please indicate if a parking pass is required. Reserved parking spaces are located in the Infield Media Parking Lot, located east side of the garages, inside turn 1. A limited number of spaces are allocated per news organization based on availability. Please be aware that not every representative will be issued a parking pass in the reserved lot. Parking passes may be issued in the infield near the water tower. Vehicles not displaying the proper parking pass will be towed. **Parking Passes are required for every vehicle on Sunday.** Everyone is encouraged to make prior arrangements to carpool whenever possible.

**Credential Pick-Up.**

To receive credentials you must be at least 18 years old and sign a legal waiver releasing Auto Club Speedway from liability. Each credential must be picked up and individually signed by the person to whom it is issued. Photo identification is required. Credentials **will not** be mailed. Credentials are available only at the Speedway's Credential Office located on the southwest side of the track, just outside the tunnel entrance.

**Dress Code.**

Appropriate attire is required at all times when entering the pit, garage and media areas. No open-toed shoes, shorts or uncovered shoulders. Shirts and shoes are always required.

**NOTES:**

All requests are reviewed by the Auto Club Speedway and the AMA (when applicable) with regards to broadcast (radio & television) licensing and agreements that are in place for all events. Credentials are issued to personnel on assignment from recognized and accredited publications or news services. Verification of circulation may be required.

Commercial exploitation of any Auto Club Speedway event and/or its participants is strictly prohibited without prior written consent. A list of clients and statement of usage must be filed, and a fee may be assessed.

Each photographer will be issued a vest which must be worn at all times. Not every photographer will receive photographer access due to space availability. Selling of photography is a commercial venture and is prohibited on track property without a weekend vendor license.

Pit notes (including driver quotes), updated bulletins, qualifying/practice results, and team/manufacture information are available on a daily basis to all media representatives covering race events.