

# **Media Credential Policy**

Phoenix International Raceway welcomes all members of the media to request credentials for our racing events. Please fill out the appropriate application and return your materials according to our policies. We will do our best to honor all requests, but we reserve the right to change or deny any media requests.

# **Eligibility:**

- Credentials will be issued only to recognized daily newspapers, news services, racing
  publications and other publications and internet sites that regularly cover motorsports; as well
  as national and local television and radio networks.
- Requests must be submitted by the editor, sports editor, sports director or sports producer.
   Credentials will be issued to authorized personnel only for the purpose of providing timely coverage of the event.
- Freelance journalists and photographers must be on assignment and included on the application form submitted by the news agency's editor.
- Working media credentials will not be issued for employees in marketing, promotions, sales, advertising, public relations, etc.
- All requests must be received no later than October 1st to be given consideration.
- Credentials are not transferable and may only be used by the person to whom it was issued.

## **How to Apply:**

## **First Time Applicants:**

If this is your first time applying for credentials at Phoenix International Raceway, please complete the Media Application Form and mail it in with a letter of request on company letterhead.

The Credential Application Form and letter of request must be submitted by mail to:

Phoenix International Raceway Attn: Jenn Jepson, Manager of Communications 125 South Avondale Boulevard, Suite 200 Avondale, Arizona 85323

## **Returning Media:**

If you have been credentialed at Phoenix International Raceway in the past, please complete either the online Credential Application Form or fill out the Credential Application Form posted and send it by email to jjepson@phoenixinternationalraceway.com or by mail to the above address.

#### **Annual Hard Cards:**

Those who possess an Annual Hard card are required to submit a Credential Application Form to reserve a seat in the media facility, as well as parking. A parking pass and an access sticker will be mailed if time allows, otherwise it will be held for pick-up at the Gate 1 Credential Office.

### **Approved Credentials:**

Upon review and approval of a news agency's application, appropriate media credentials will be arranged and confirmation will be sent. Each person receiving credential must pick up and sign for his/her credentials at the Gate 1 credential office. No credentials will be mailed.

#### **Media Credentials:**

All credentialed media will receive access to the appropriate areas of the Infield Media Center. Access to additional areas of the facility is granted as follows:

- NASCAR Garage Passes: An additional garage pass (HOT or COLD) enables the bearer to enter
  the NASCAR Sprint Cup Garage at various times. The NASCAR Sprint Cup Series Garage pass
  allows access to all of the NASCAR garage areas. These passes are limited and not issued to all
  media.
- **Deadline:** If a writer or photographer requires an up-stairs, deadline media room seat, please select so on the Credential Application Form
- MC/VL/Pre: Admittance to the Infield Media Center, Press Tower, Pre-Race and Victory Lane.
- Parking: Please indicate if a parking pass is required. Due to parking constraints, we will do our best to assign all media the best available parking.

# IF YOU NEED TO MAKE CHANGES TO YOUR REQUEST AFTER YOU HAVE SUBMITTED YOUR APPLICATION, PLEASE CONTACT JENN JEPSON AT 623-463-5632.

#### **Contacts:**

Dave Lockett
Director of Communications
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Jenn Jepson

Manager of Communications

jjepson@phoenixinternationalraceway.com