

2011 Region XIV Basketball Tournament

Media Credential Guidelines and Request Form

It is the goal of The University of Texas at Tyler to provide the media with comprehensive, hospitable services during on-campus events.

Only individuals with University-issued media credentials will be allowed access to events. In order to obtain media credentials, certain protocol must be followed.

- To request media credentials, you must complete credential request form below.
- Media outlets must identify school(s) they are covering in their credential request.
- Each person must complete a separate request and list his or her duties (reporter, photographer, broadcast, etc.)
- Requester must be employed by the media outlet requesting credentials. Requests submitted by freelancers will be denied.
- **Requests via telephone or email will NOT be accepted.**
- **REQUESTS MUST BE RECEIVED BY THE DEADLINE FOR THE EVENT. LATE REQUESTS MAY NOT BE CONSIDERED.**
- The University makes the final determination of whether or not media credential requests are granted. If your request is denied, the University will make every attempt at contacting your media outlet via the email provided in the online credential request. It is your responsibility to assure your credential request has been successfully received. All credentials will be placed on reserve at the event site, and will not be mailed.
- Credentials or tickets for spouses, friends, children, etc. will not be provided.
- Acceptance of the media credentials to an on-campus event constitutes an agreement by the individual to abide by all media regulations of the University, the American Southwest Conference, and the NCAA.

Newspapers

Credentials will be provided only to reporters covering hometown or circulation-area teams. Reporters must present photo identification in order to claim credentials. **NEWSPAPERS MUST IDENTIFY SCHOOL(S) THEY ARE COVERING IN THEIR MEDIA CREDENTIAL REQUEST.**

Daily newspapers may have up to two writers and two photographers. Weekly newspapers may have no more than one writer and one photographer. Publishing companies that publish weekly newspapers for more than one community will be considered a single weekly newspaper. The University must have names for all persons claiming passes, and all persons must bring photo identification. **NEWSPAPERS WITH NO VESTED INTEREST IN THE EVENT WILL BE DENIED CREDENTIALS.**

Radio Stations

Radio stations providing a live broadcast of the event will be limited to two credentials per station. **STATIONS WITH NO VESTED INTEREST IN THE EVENT WILL BE DENIED CREDENTIALS.**

Radio stations must identify school(s) they are covering in their online media credential request.

Entities providing a live audio broadcast on the Internet are subject to the same fees and policies as radio stations.

Television

TV stations may reserve no more than three credentials. STATIONS WITH NO VESTED INTEREST IN THE EVENT WILL BE DENIED CREDENTIALS. Television stations must identify school(s) they are covering in their online media credential request.

Student Media

Administrators of schools participating in the tournament should request credentials prior to the deadline following the same protocol as other media outlets (see above).

Each school will be issued up to two media credentials total. The credentials are intended for use by students. Only individuals with University-issued media credentials will be allowed access to events. Students must show a valid student identification card from a school participating in the event in order to obtain media credentials – no exceptions.

Student media credentials will not be considered for parents, booster clubs, spirit groups or other coaches to take pictures or footage of the contest.

Request Form	
DEADLINE: March 1, 2011 at 5 p.m. <i>(One form must be complete for each individual)</i>	
Name:	_____
E-mail:	_____
Media Outlet:	_____
Duties:	_____
School(s) Covering:	_____
Fax Completed form to (903) 565-5687.	