



CREENTIAL POLICY

Please read below content prior to submitting a Credential Application

ISM Raceway welcomes all members of the media to request credentials. Please submit your application and any required materials according to credential policy.

PLEASE NOTE:

- 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 the request being denied.
- All credential requests are reviewed by ISM Raceway and NASCAR with regards to broadcast (radio & television) licensing and agreements that will be in place for the event. Efforts will be made to honor all requests, but ISM Raceway and NASCAR reserves the right to change or deny any media requests. All credential applications are subject to verification.
- Credentials will be issued **only** to recognized newspapers, news/wire services, motorsports publications and internet sites that regularly cover motorsports; as well as national and local news television and radio networks. The requests must be submitted by the editor, sports editor, sports director, photography editor, station manager, or producer. ISM Raceway reserves the right to make all decisions regarding who will be granted credentials and the number of credentials issued per news organization. Every attempt will be made to accommodate the request based upon the representative's function and any supporting information provided.
- Credentials will be issued to authorized personnel only for the purpose of providing timely coverage of the event. Freelance media must be on assignment and included on the application submitted by the media outlet's requestor.
- The representative issued a credential is considered on assignment. No autographs of drivers, racing personalities or celebrities are allowed. The representative will have their credential confiscated and risk losing future approval. In addition, solicitation for business prospects is strictly prohibited. Any misuse of a credential will result in immediate forfeiture of the credential and all privileges associated with it.

- Credentials are **NON-TRANSFERABLE** and may only be used by the person to whom it was issued.

- **Company representatives must be at least 18 years old.**

- It is strongly suggested that the media outlet advises the Credential Manager in advance if a representative will not be attending. Otherwise, the media outlet risks future credential requests not being processed as requested or the request being denied.

How to Apply:

ISM Raceway Communications Staff encourages **all applicants** (returning & first time) to submit credential requests via the ISM Raceway website where there is useful information for the requestor and a link to start your application (Select “Media and Press” Web Page).

Media Outlets applying for the first time should complete the Media Application Form and upload a letter of request on company letterhead with a brief description of your outlet and examples of previous work.

Those who possess the sanctioning body **Annual Hard Card** are required to submit a credential application if requesting media center access, a parking pass, or to reserve a seat in the media center. The parking pass and access sticker will be mailed if time allows. Otherwise, the items will be held for pick-up at the Track Credential Office.

Approved Credentials:

Upon review and approval of the credential application, appropriate media credentials will be arranged and confirmation will be e-mailed. Each person receiving a credential must provide a picture ID and sign for their credential. Credentials **will not** be mailed.

ALL PHOTOGRAPHERS/VIDEOGRAPHERS MUST ATTEND A MANDATORY PHOTO MEETING.

Please check with ISM Raceway Communications Staff for meeting times and location. Note that selling of photography is a commercial venture and is prohibited.

There is not a specific event dress code; however, we suggest that media dress appropriately and professionally as a member of the working media representing your media outlet. In addition, all working photographers & videographers must wear closed-toed shoes and pants.