

## Guidance to apply for media accreditation for Rally Hokkaido 2020

Media Centre, Rally Hokkaido

Please read the following instructions carefully to apply for media accreditation for Rally Hokkaido 2020

### 1. Media regulations of Rally Hokkaido

The following media regulations are in effect for Rally Hokkaido, thus all the applicants are advised to read and fully understand them prior to submitting the request.

- Rally Hokkaido Media Regulations
- Acceptable Use Policy of Photographs and Videos
- Unmanned Aerial Vehicle Policy (available on request)
- (advice given with Media Safety Book and Media Briefing)

Questions must be addressed to the Media Officer.

### 2. Request and registration procedure

#### a) Accreditation Request

Request must be placed by media firm/organization which dispatches media personnel. Individual media personnel are not qualified to file request

- i) There are 3 different types of “Page 1” of the application form for different types of media (news media, promotional media and competitor’s own media team). Choose the most appropriate one
- ii) In addition to the above form, “Page 2”, which covers each individual media personnel to perform on-site media activities, must be completed and submitted together. Please complete 1 sheet for each media staff.
- iii) In case if the media personnel attending to the event is fluent neither in Japanese nor English, each of them must arrange accompanying translator in their own responsibility, and file

application request for translator in the same manner as media personnel.

- iv) Those who request Tavant Media accreditation must attach a copy of insurance policy document valid for the planned media activities on Rally Hokkaido for the entire duration.
  - v) In case if a candidate media personnel possesses JRPA pass, please attach a copy of the pass with the request.
  - vi) In case if you wish to operate drone (UAV) for your media activities, please contact the Media Officer ([media@rally-hokkaido.com](mailto:media@rally-hokkaido.com)) before the closing date of the media accreditation request.
- b) Notification of media approval/denial
- We will inform you the result of your request on email. Approved requesters will receive Media Approval Notification with list of approved media personnel and their types (credential/tabard)
- c) Media Accreditation on site
- Upon receipt of the Media Approval Notification letter, please print it and hand it to the approved media personnel listed in the notification. Each media personnel must read the "COMMITMENT BY THE ACCREDITED MEDIA" section, sign on it and bring it to the media accreditation, which will be done at the Media Center
- c) Use of Drones
- Any overseas media wishing to operate drone for their media coverage must contact media officer prior to the media accreditation request closing date. Requester must be familiar with Japanese laws and regulations about drone and its usage, and obtain all the necessary legal approvals and file required legal paperwork necessary for their drone operation in their own responsibility. Operator must have enough experiences in both flying UAV and tavant media activities.

Approved drone operator are required to complete and submit flight plans before the Media Briefing. Flight plans must obtain approval by either Clark of Course or Media Officer of the event, prior to the actual flights.

### 3. Commercial Use

If you or your client wishes to use videos and/or photos of Rally Hokkaido2020, please read the “Acceptable Use Policy of Photographs and Videos” and ”submit “Application Form For Commercial Use Of Photos and Videos form”..

### 4. Use of photographs and videos for the purpose not approved

Please complete and submit “Application Form For Additional Use” prior to such use.

In case if you have any quesitons or issues, please contact the Media Officer or Rally Hokkaido 2020, [media@rally-hokkaido.com](mailto:media@rally-hokkaido.com)