

## MEDIA ACCREDITATION 2010

**Irish National Hunt Festival Tuesday April 20th - Saturday April 24th**

When completing your application form;

- It is not guaranteed that accreditation will be available to all applicants and you are therefore advised to submit your request at the earliest opportunity.  
Application does not guarantee accreditation.
- Freelance Applications must be accompanied by a supporting letter from the Publication Editor on company headed paper.
- All sections must be correctly and completely filled in – incomplete forms will result in delay and possible refusal of application.
- Successful applicants will receive written confirmation and press passes by post in advance of the meeting.
- You will receive immediate notification if the application is declined.

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**FORENAME** \_\_\_\_\_ **SURNAME** \_\_\_\_\_

**PUBLICATION/PRODUCTION** \_\_\_\_\_

**JOB TITLE** \_\_\_\_\_ **FULL /PART TIME (DELETE AS APPLICABLE)**

**PUBLICATION EDITOR/PRODUCER** \_\_\_\_\_

**MEDIA TYPE** PRINT / BROADCAST (DELETE AS APPLICABLE)

**BROADCAST TYPE** TELEVISION / RADIO / INTERNET (DELETE AS APPLICABLE)

**PUBLICATION FREQUENCY** DAILY / WEEKLY / SUNDAY / MONTHLY / ANNUAL / FEATURE (DELETE AS APPLICABLE)

**PUBLICATION TYPE** NEWSPAPER/MAGAZINE/AGENCY/FREELANCE (DELETE AS APPLICABLE)

**COVERAGE TYPE** RACING / SPORT / NEWS / SOCIAL / BUSINESS (DELETE AS APPLICABLE)

**ACCREDITATION MAILING ADDRESS** \_\_\_\_\_

**POSTCODE** \_\_\_\_\_ **TELEPHONE** \_\_\_\_\_

**MOBILE** \_\_\_\_\_ **E-MAIL ADDRESS** \_\_\_\_\_

**PUBLICATION/PRODUCTION MAILING ADDRESS** \_\_\_\_\_

**PUBLICATION WEBSITE ADDRESS** \_\_\_\_\_

**WHICH DAY/S DO YOU REQUIRE ACCREDITATION** (please tick as appropriate)

Tuesday 20th April  Wednesday 21st April  Thursday 22nd April  Friday 23rd April  Saturday 24th April

(Please circle where appropriate)

**DO YOU REQUIRE ACCESS TO THE PRESS ROOM?** YES NO

**DO YOU REQUIRE CAR PARKING?** YES NO

Car Parking labels are limited and not guaranteed.

**Please complete and return this form by Thursday, April 1st 2010 to;**

Shona Dreaper

PR Manager - Irish National Hunt Festival,

Punchestown Racecourse, Naas, Co. Kildare

Email : [sforde@punchestown.com](mailto:sforde@punchestown.com)

Fax : +353 45 897319

## MEDIA ACCREDITATION – APPLICATION GUIDELINES

Thank you for your interest in applying for accreditation for the 2010 Irish National Hunt Festival. The guidelines outlined below are intended to assist with your application.

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- APPLICATION DEADLINE IS Thursday 1st APRIL, no applications will be accepted after this date.
- Priority will be given to fully completed Application Forms – application does not guarantee accreditation.
- Failure to complete all sections of the Application Form may result in a delay and your application being declined.
- All applications must be made on the official Application Form, either attached or available on [www.punchestown.com](http://www.punchestown.com)
- Applications received in any other format will be declined.
- Applications from Freelances will only be considered if accompanied by a letter from the Commissioning Editor of the publication you will be representing at the meeting on company letterhead along with copy of your work/images previously used in print. Any Freelance applicants who fail to provide this information will be declined.
- Students will not be accredited.
- Regional publications will be limited to accreditation for a maximum of two people.
- After the event, it would be helpful if you could provide copy of your coverage to aid with any future applications you may make.
- It is a condition when issuing accreditation that it must be clearly displayed throughout the meeting and is not transferable. Any persons found to be disobeying this rule will have their accreditation removed and will not be permitted to re-apply.
- All accredited media at the Irish National Hunt Festival are requested to comply with the Guidelines and any instructions given to them on the day from Turf Club and or Racecourse Officials. Failure to do so will result in the removal of all privileges.
- There are two press rooms, the Visiting press room located next to the Enquiries Office and the Punchestown press room being located next to the Weigh In room. The press rooms will be open from 10.30am to 9.30pm each day.
- Wireless broadband will be available in both press rooms. A number of phone lines will also be provided along with a limited number of ISDN lines.
- The last date for posting overseas accreditation is Wednesday, April 7th with the IRE postal deadline being Monday, April 12th.

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**Please direct any questions, requests, comments or concerns to**

Shona Dreaper at any time prior to, during or after the meeting.  
Telephone 045 897704 or e-mail [sdreaper@punchestown.com](mailto:sdreaper@punchestown.com)