

## NFCA Media Guidelines

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1. All NFCA Convention media credential requests must be made through the NFCA Director of Communications Brian Stanley at [brian@nfca.org](mailto:brian@nfca.org) by 5pm ET on the Monday before the start of convention. In order to be considered for a media credential individuals must:
  - 1.1. Be accredited media personnel
  - 1.2. State purpose of intended NFCA Convention coverage

If media access is granted, credentials will be available for pick-up at the NFCA convention attendee registration desk onsite. The NFCA will provide a designated work area for all accredited media personnel.

**Please include Brian Stanley and Director of Publications Dave Hines ([dave@nfca.org](mailto:dave@nfca.org)) links of published NFCA Convention material (articles, videos, etc.)**

2. Access and Restrictions
  - 2.1. With an NFCA Convention media credential, entry **will** be granted into the following NFCA convention events:
    - 2.1.1. Convention speaker sessions
    - 2.1.2. Softball Summit
    - 2.1.3. \*Awards Brunch
    - 2.1.4. \*Hall of Fame reception and dinner
    - 2.1.5. Exhibit Hall

*\*Access into the Hall of Fame reception and dinner and Awards Brunch are permitted with a media credential. Media personnel, who wish to eat at these events, must purchase a Convention attendee credential at the NFCA convention attendee registration desk. Individual Hall of Fame dinners are also available for purchase.*

- 2.2. An NFCA Convention media credential **will not** permit entry/access to:
  - 2.2.1. Business meetings
  - 2.2.2. Committee meetings

- 2.2.3. Parties/social activities (no photos/video recording permitted) - Access to social activities and parties may be purchased at the reception desk onsite. Video, photograph, and interview guidelines for the social activity and party events are detailed in section 3 below.
3. With an NFCA Convention media credential, media personnel may conduct interviews and gather video footage provided that each of these following items are met:
    - 3.1.1 May gather permissible video footage not to exceed 90 seconds
      - 3.1.1.2 Requests to gather video footage of speaker sessions, award presentations, Softball Summit and exhibit hall must be made 48 hours in advance to Brian Stanley
    - 3.1.2 Must submit written requests for NFCA interviews at least 48 hours in advance to Brian Stanley. Location and time will be set up by the NFCA.
    - 3.1.3 Interview requests for convention attendees (coaches) must be made through the respective institution's Sports Information office
    - 3.1.5 Interviews with convention attendees may not exceed five (5) minutes
    - 3.1.6 Must conduct all video interviews in front of an NFCA-provided backdrop
    - 3.1.6 May not use interview or video footage for promotional purposes
    - 3.1.7 **May not take photos or record video at any party or social activity**
    - 3.1.8 Should verify all facts with Brian Stanley or Dave Hines
  - 4 For access into all convention events, a full NFCA Convention attendee credential is required. Please note, even with an NFCA Convention attendee credential, the same guidelines surrounding video, interview, and photographs apply and reporting is only permitted in those areas detailed in section 2.1. of these procedures. To obtain an NFCA Convention attendee credential, visit [NFCA.org](http://NFCA.org). In addition, individual business/caucus meetings provide a place where issues specific to a particular group can be discussed in an open forum. Because of this, entrance into the business/caucus sessions is reserved for coaches/staff of that particular caucus group only (i.e. Division I caucus for Division I coaches and staff). A summary of the topics discussed during the various caucus meetings will be provided for those who are interested.
  - 5 Should the holder of the media credential violate anything outlined in these guidelines, media access may be revoked.

The NFCA has the right to request the removal of any content deemed inappropriate or that may cause harm or damage to the NFCA or its members.
  - 6 If a credential is lost or misplaced, replacement credentials may be obtained at the NFCA convention attendee registration desk for a \$75 fee.
  - 7 The NFCA reserves the full right to review all applications for media credentials and to determine whether or not credentials shall be issued. At any time, with good reason, the NFCA can revoke media credentials and require removal of revoked individual(s) from the premises.