FEDERATION INTERNATIONALE DE L'AUTOMOBILE

ACCREDITATION GUIDELINES FOR THE 2017 FIA WORLD RALLY CHAMPIONSHIP

These Accreditation Guidelines are applicable to the 2017 FIA World Rally Championship (the "Championship"). The Fédération Internationale de l'Automobile ("FIA") owns the Championship and recognises the value of the media for reporting on the Championship, provided that such coverage respects both the intellectual property rights that have been licensed by the FIA to third parties associated with the Championship.

Applicants for media accreditation are invited to carefully read these Guidelines before submitting their application.

All accredited parties and their journalists, photographers and editors are required to adhere to these Guidelines.

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1. ONLINE ACCREDITATION

All international requests from publications, agencies and websites for rally-by-rally or permanent accreditations must be made online.

https://acr.fia.com/ECR/jsp/_login.jsp?language=0

Applications from publications and websites for their national event must be addressed to the National Press Officer of each rally.

First-time applicants (publications / agencies / websites) must register before any application for accreditation can be submitted. Applicants may be asked for a number of documents by email which need to be supplied in their original form by post. After approval by the FIA the applicant will receive an email which will give access to the online accreditation system. Only then can an accreditation application be submitted. Please note that the FIA reserves the right to refuse access to the online accreditation system.

After approval the online accreditation system can be accessed via the FIA website using your chosen ID and password. The online accreditation system will apply for accreditation requests for any event for the 2017 FIA World Rally Championship. Permanent pass applications for the 2018 FIA World Rally Championship will open in the autumn of 2017. The online accreditation system not only gives the possibility to apply for a press credential but also to monitor current and past requests any time the user logs into their account on the system.

2. ACCREDITATION PRINCIPLES

Editors of publications, agencies and websites are asked to conform to the following principles to ensure that media accreditation is restricted to professional journalists and photographers.

The FIA considers the "Media" pass to be a working tool to be used only by bona fide members of the press. Publishers, marketing personnel, sub-editors, staff of the publication's secretariat, etc. cannot be accredited as Media.

The FIA only accredits publications:

a) with a minimum circulation whose size and quality fulfil the criteria of the FIA;
b) with a format and quality which fulfil the criteria of the FIA;
c) which are on sale to the public via retail outlets (trade, club or internal company magazines will normally not be accredited). However, at the sole discretion of the FIA, and where the quality and circulation criteria justify their consideration, such magazines may be eligible for accreditation on a case by case basis.

TV and radio broadcasters, and any electronic media wishing to broadcast moving images, must send their request to accreditation@wrc.com

Under no circumstances will advertising, public relations agencies or similar companies and organisations be accredited as media, nor will the Organisers issue any accreditation to representatives (press officers or otherwise) of sponsors, suppliers, engine suppliers, teams, drivers, etc.

The FIA WRC Media Delegate may accept requests from teams with priority drivers for the accreditation of press personnel, with a maximum of one person per team.

The FIA will only accredit press from outside the country in which the event is held. National press must apply to the National Press Officer (e.g. German press applying for Rallye Deutschland should apply to the National Press Officer, while press from countries other than Germany should apply to the FIA).

FIA Permanent Credential Holders requesting a Substitute and/or an Additional pass, must apply to the FIA using the online system.

The central and local offices of the major international press agencies (AP, AFP, Reuters, ANSA, UPI, DPA, LUSA, BELGA, JIJI, KYODO, EFE, Press Association, SAPA, Australian AP, APA, etc.) will always be accredited by the FIA.

2.2 Websites

Internet accreditation is intended for professional stand-alone internet editorial/news coverage only. It is not to be used for any other purpose, including but not limited to public relations, promotional, commercial or entertainment use.

A maximum of one representative journalist per website per event may be accredited.

3. ACCREDITATION CRITERIA

3.1 Publications and agencies

The FIA will allocate annual permanent media accreditation to publications intending to publish reports for every FIA World Rally Championship event during the season (please see paragraph 6 below).

Press passes can also be allocated on a rally-by-rally basis to general news, specialist, business and lifestyle consumer publications that do not intend to publish conventional rally reports but whose coverage is considered to be of promotional benefit to the sport.

Exceptionally, a maximum of three representatives (journalists and/or photographers) per publication may be accredited for any one round of the FIA World Rally Championship. Agencies are subject to the same requirements as publications.

All applicants must fulfil the following basic criteria:

Coverage

For a daily newspaper, a substantial amount of coverage for each event is required. For example, an introductory article in the Thursday edition, follow-up articles in Friday, Saturday and Sunday editions, plus a rally report in the Monday edition.

For a weekly or monthly publication, a substantial amount of coverage for each event is required and a major portion of the overall content should be on the subject of WRC.

Publications or agencies applying for a rally by rally photographer accreditation must supply evidence of independent coverage of a minimum of 15 pictures per pass issued at each event they have been accredited for in the previous year's Championship.

Quality

The highest standards of fairness and accuracy are expected as a minimum quality requirement from the press.

Circulation

Accreditation decisions are based on the relative media market in the country of the applicant. As such, the usual minimum circulation for a national weekly or monthly publication is 20,000 copies. For a national daily the minimum circulation is 50,000 copies.

Freelance journalists must apply for credentials via their own agencies. The onus is on the freelance applicant to prove the supply of regular stories to at least three publications meeting the FIA Accreditation Criteria.

Photo agencies must be able to prove that the pictures have been regularly sold to publications matching the FIA criteria and have been paid for at the normal commercial rate. A publication must be able to prove that the pictures published are the original work of the publication's accredited photographer.

3.2 Websites

To be eligible for consideration for Internet Accreditation an applicant must register online and comply with or fulfill (as the case may be) the following Accreditation Criteria.

It should be noted that only journalists will be granted website accreditation and only one representative per website will be accredited.

The applicant must be a professionally-run website dedicated to reporting on the Championship and its events or a professionally-run general news or sports website with a dedicated Championship section. In each case all and any coverage of the Championship must be free of charge to the public.

The applicant must submit satisfactory evidence of publication on the website of news coverage of each Championship event in the previous Championship season, also with the dates of publication, correctly bylined.

Please note that only coverage of Championship events will qualify for consideration. General feature articles that are non-event specific will not qualify.

The applicant must undertake to publish for each round of the Championship in the season in which Accreditation is sought as follows:

i. at least one news story (of 250 words or more) on each of the Thursday, Friday, Saturday, Sunday and Monday;

ii. at least one feature article (500 words or more) for each event.

The representative journalist must be (i) a full-time professional journalist with a national press card (or equivalent) and (ii) must be employed or engaged by the website as a journalist, wholly or primarily for the coverage of the Championship.

The website must maintain a clear "contacts" section with a link from the website homepage and which must contain full contact details for the website including a full postal address (PO Boxes not accepted), telephone and fax numbers, email address; and (ii) all contributing journalists must be named either on their articles or elsewhere on the website, photographs must be accompanied by a photographer's credit and all sources must be credited in accordance with editorial best practice.

The website must have a suitable written Privacy Policy, a Right to Reply/Complaints Policy and otherwise comply with all laws, regulations, guidelines and good practice relating to the operation of a website.

The applicant must respect intellectual property rights of the FIA and third parties. This shall include the strict prohibition on the taking of any moving picture images, sound recordings, use of trademarks, title or logos or the transmission of certain kinds of results as further set out in the Accreditation Agreement. If any pass holder is found producing action moving images of any kind of the Event (or any part thereof), their accreditation will be withdrawn and the pass holder will be not be admitted to any major FIA championships for the foreseeable future.

The FIA will allocate Internet Accreditation taking into account the above criteria in order to ensure that Championship coverage on the Internet is carried out responsibly and that coverage is as widespread as possible. Please note that due to the limited space available for media at the Championship events, compliance with the above cannot guarantee Internet Accreditation.

4. RALLY-BY-RALLY ACCREDITATION PROCEDURE

Applications from publications/websites for their national event must be addressed to the National Press Officer of each rally.

The procedure for international rally-by-rally accreditation is divided in an Online Registration phase (please refer to paragraph 1 above) followed by the Accreditation Procedure.

Accreditation Procedure

The Accreditation Procedure is as follows.

1. All international requests for rally-by-rally accreditation must be made online through the online accreditation system on the FIA website.

2. Applications must be received at least three weeks before the event concerned, unless a longer term applies as set out below. No application can be made via the system after the deadline. Applications which are late, incomplete or sent by fax may not be considered.

3. Applications must meet all relevant criteria, including the Accreditation Principles and the Accreditation Criteria set out above.

All supporting material, including sample proofs of coverage, as listed in the online application, should be supplied online. In case additional material is required in its original form by post the applicant will be informed accordingly by email.

4. Requests must include a formal application letter written on the applicant's letterhead. This letter must be signed by the editor or a senior member of the editorial staff. Requests signed by clerical staff will not be accepted.

This letter must include:

a) the name(s) of the representative(s) who will be covering the event(s);

b) the copy of the official national press card(s) (where applicable) of the representative(s) who will be covering the event(s);

c) the job title(s) of the representative(s) (journalist(s) and/or photographer(s);

d) information on the publication and/or website (such as circulation, readership, frequency, etc);

e) an original copy of the publication (only to be supplied on request or for first-time applicants);

f) pdf files of material published following previous Championship events, particularly those the applicant was accredited for (original copies by post may be requested from time to time or from first-time applicants) and/or links to previous website coverage

g) a formal undertaking from the editor to publish a report related to the event concerned and an indication as to when this report will be published;

h) written confirmation that the accredited party and / or the journalist/photographer to whom the credential has been allocated has not applied or will not apply for additional FIA passes for any other purposes, including journalism for television and radio networks.

Note: ‘d', 'e' and 'g' do not apply to the major international press agencies.

Note: ‘d' and 'e' do not apply to websites.

In addition, publications and websites from countries that are not using Roman letters (e.g. China, Japan, Russia, etc.) must supply a certified translation into English of the publications’ credits’ page and the proofs’ by-lines.

5. The FIA will verify whether the application meets all relevant criteria. The FIA will send an email to the publication informing it of the decision that has been made with regard to its application. If successful, an Accreditation Agreement will be included for signature.

If the representative(s) is (are) unable to attend the event, the FIA Communications Department must be notified as soon as possible before the opening of the accreditation centre. Failure to inform FIA Communications of non-attendance may result in further accreditation requests being refused.

If a change of representative(s) is to be requested, the FIA Communications Department must be notified as soon as possible.

6. The representative(s) must produce the signed Accreditation Agreement which is emailed with the confirmation when collecting the credential at the event. **NO ACCREDITATION CAN BE COLLECTED WITHOUT THIS DOCUMENT.**

If a decision is disputed an individual application will be referred to the FIA Director of Communications for final decision.

The FIA liaises closely with National Press Offices and National Sporting Authorities to confirm the validity of a given application.

2017 Deadlines

The deadline for national applications is four weeks prior to the first day of the relevant event, unless otherwise stated. International media are required to apply to the FIA three weeks in advance (please see dates below). Late requests may not be examined.

RALLY	DATE	OPENING DATE	NATIONAL	INTERNATIONAL / FINAL CLOSING DATE
Rallye Monte-Carlo	22 January		23 December	05 January
Rally Sweden	12 February	14 December	11 January	18 January
Rally Mexico	12 March	11 January	08 February	15 February
Rallye de France	09 April	08 February	08 March	15 March
Rally Argentina	30 April	1 March	29 March	05 April
Rally Portugal	21 May	22 March	19 April	26 April
Rally Italia	11 June	12 April	10 May	17 May
Rally Poland	02 July	03 May	31 May	07 June
Rally Finland	30 July	31 May	28 June	05 July
Rallye Deutschland	20 August	21 June	19 July	26 July
Rally de España	08 October	09 August	06 September	13 September
Rally GB	29 October	30 August	27 September	04 October
Rally Australia	19 November	20 September	18 October	25 October

Note: The event date is the Sunday of the rally weekend. Itineraries are however subject to final confirmation by event organisers.

5. RADIO REPORTERS & COMMERCIAL PHOTOGRAPHERS

All applications from national radio broadcasters should be sent to the Press Officer of the event who will liaise with WRC Promoter regarding these applications.

Applications from international radio broadcasters should be directed to WRC Promoter – accreditation@wrc.com

All commercial photographers should apply directly to accreditation@wrc.com stating the nature of their business.

6. PERMANENT ACCREDITATION PROCEDURE

A permanent press pass will provide access to every event of the Championship of that year.

The procedure for permanent accreditation is divided in an Online Registration phase (please refer to paragraph 1 above) followed by the Accreditation Procedure.

Accreditation Procedure

The Accreditation Procedure is as follows.

1. All international requests for permanent accreditation must be made online through the online accreditation system on the FIA website.

2. Applications for a permanent press pass must be received in a timely manner, generally the autumn before the start of the Championship. Applications which are late may not be considered. Permanent pass applications for the 2018 FIA World Rally Championship will open in the autumn of 2017.

3. Applications must meet all relevant criteria, including the Accreditation Principles and the Accreditation Criteria set out above. In addition, the following criteria apply:

To qualify for a permanent journalist's credential the applicant must have attended at least nine Championship events during the previous year's Championship. Only in cases FIA accepts as force majeure the number of events may be lower than nine.

To qualify for a permanent photographer's credential the applicant must have attended at least nine Championship events during the previous year's Championship. Only in cases FIA accepts as force majeure the number of events may be lower than nine. Additionally, to qualify for a permanent photographer's pass, at least 240 photographs, per pass issued, must have been published in the print press during the previous year's Championship in the name of the applicant.

To qualify for a permanent website credential the representative journalist of the website must have attended and reported on at least nine events during the previous Championship season.

All supporting material, including sample proofs of coverage, as listed in the online application, should be supplied online.

4. Requests must include a formal application letter written on the applicant's letterhead. This letter must be signed by the editor or a senior member of the editorial staff. Requests signed by clerical staff will not be accepted.

This letter must include:

a) the name(s) of the representative(s) who will be covering the event(s);

b) a copy of the official national press card(s) (where applicable) of the representative(s) who will be covering the event(s);

c) the job title(s) of the representative(s) (journalist(s) and/or photographer(s);

d) information on the publication (such as circulation, readership, frequency, etc);

e) an original copy of the publication (only to be supplied on request or for first-time applicants);

f) pdf files of material published following previous Championship events, particularly those the applicant was accredited for (original copies by post may be requested from time to time or from first-time applicants), and/or links to previous website coverage

g) a formal undertaking from the editor to publish a report related to the event concerned and an indication as to when this report will be published;

h) written confirmation that the accredited party and / or the journalist/photographer to whom the credential has been allocated has not applied or will not apply for additional FIA passes for any other purposes, including journalism for television and radio networks.

Note: ‘d', 'e' and 'g' do not apply to the major international press agencies.
Note: 'e' does not apply to websites (save for eMagazines).

In addition, publications and websites from countries that are not using Roman letters (e.g. China, Japan, Russia, etc.) must supply a certified translation into English of the publications’ credits’ page and the proofs’ bylines.

5. The FIA will verify whether the application meets all relevant criteria. The FIA will update the online accreditation system to inform of the decision that has been made with regards to its application. If successful, an Accreditation Agreement will be included for signature.

If a change of representative(s) is to be requested, the FIA Communications Department must be notified as soon as possible.

6. The representative(s) must produce the signed Accreditation Agreement which is emailed with the confirmation when collecting the credential at the first event. **NO ACCREDITATION CAN BE COLLECTED WITHOUT THIS DOCUMENT.**

The FIA reserves the right to accept or refuse any accreditation request.