



**Bicton Arena International Horse Trials (10-13 June 2021)
Terms and Conditions - Guideline notes for Media Accreditation**

Accreditation guidelines

- The applicant must be part of the editorial team, or on an assignment for a specific publication, broadcast media, or news service attending to specifically cover the event.
- Sample work may be requested by the Bicton Arena Media Team when considering application forms.
- Press accreditation applications must be submitted by Tuesday 25 May 2021 - please note any applications received after the closing date will not be considered.
- Only a limited number of press passes are available.
- Please note only one photographer per publication or organisation will be accredited for each day of the trials.
- All sections must be filled in. Incomplete forms will not be accepted.
- Press application does not guarantee accreditation.

Photographers

- Only photographers who have a commission from legitimate publications (print &/or digital) will be considered for accreditation. The publication, commissioning editor, email address and phone number must be included on the accreditation application form and they may be contacted by the Bicton Arena Media Team. Samples of published work may be requested.
- Only one photographer will be accredited per publication per day and no assistants are permitted.
- All photographers must have Public Liability and Third Party Liability insurance and by accepting these conditions indemnify the owners and managers of Clinton Devon Estates and Bicton Arena against all costs claims and other expenses that they may incur from any third party. Evidence of such insurance must be available and produced on request during the Event.
- Accreditation numbers are limited and all applications will be decided by the Media Team.
- Media wristbands (giving access onto the field of play) will be issued for the event to photographers accredited and must be worn at all times when working.
- All accredited photographers must comply with the requests and instructions of the event organisers and stewards.
- Submission of the accreditation form confirms acceptance of these Terms and Conditions.
- Any photographer in breach of these conditions will have their accreditation cancelled, be asked to leave the grounds and will not be accredited in future.
- Use of drones is forbidden at all times.

Freelance

- Freelance journalist applications must be accompanied by a supporting letter from the Publication Editor on company headed paper.
- All freelance journalists and photographer must adhere to the guidelines above.

Website

- Only appropriate websites that preview and report on Bicton Arena International Horse Trials will be granted accreditation.
- All journalists and photographers from websites must adhere to the guidelines above.

Covid-19 Guidelines

- Safety of all accredited media and members of the public is paramount throughout the event.
- Anyone showing signs of COVID-19 up to 14 days before the event should notify the Bicton Arena Media Team and not attend the event.
- All accredited media to adhere to social distancing measures at all times. A mask should be worn when this is not possible.
- All accredited media to regularly wash hands and use hand sanitiser.
- If an accredited media becomes ill after the event they must advise the Bicton Arena Media Team immediately in order that all attendees can be notified.

If you have any questions, please contact the Bicton Arena Media Team:

April Coate and Charlotte Goodby (JB Promotions www.jbpromotions.co.uk)

Email: team@jbpromotions.co.uk

Telephone: 07469 237495