



The Racecourse Association Limited

Winkfield Road, Ascot, Berkshire, SL5 7HX

RCA/HWPA Press Liaison Committee – Press Badge Criteria 2012

The issue of press badges and PASS cards will be decided by the HWPA/RCA Press Liaison Committee in accordance with the following provisions which have been agreed by the RCA and HWPA.

- 1) All applications must be sponsored by a Sports Editor, Racing Editor or person acting in a similar capacity.
- 2) Applications from the following categories will be considered: Journalist, Photographer, Retired, Foreign, Television/Radio, Bookmaker's Representative or other specified category (see footnote)
- 3) All Applicants must show that they attend horseracing meetings regularly in the course of their employment. PASS Card swiping records may be used to provide a quantitative figure.
- 4) Applicants for metal badges must show they need access to the press room.
- 5) Individual cards, badges and car park labels shall be strictly non-transferrable.
- 6) The use of corporate cards, pool badges and accompanying car park label shall be limited to those persons whose names have been submitted to the Committee in advance.
- 7) The number of cards and badges issued to any recognised organisation shall be at the sole discretion of the Committee.
- 8) If employment ceases the card, badge and label must be returned to the RCA, unless prior agreement to alternative arrangements has been given by the RCA.
- 9) In the event of any dispute about the issue of a card and/or badge the matter will be referred to the RCA, whose decision shall be final.
- 10) All PASS card and press badge holders will be bound by the terms and conditions of entry to each racecourse.
- 11) All accredited members of the press must be aware that the Press Room is a working area. No associates or members of family should be brought into the press room at any time.
- 12) The Press Badge alone does not entitle the holder to racecourse admission, and must be accompanied by a PASS Card. Badge holders who are unable to produce a PASS Card upon request may be charged for admittance.
- 13) The badge does not entitle the holder to access to the winners enclosure or parade ring. This is at the discretion of the individual racecourse.
- 14) All lost or stolen badges must be reported to the RCA, who will publish the badge numbers in RCA Update. The RCA must be satisfied that the badge has been thoroughly searched for, before a replacement can be issued. There will be a fee of £100 + VAT for all replacement badges.

- 15) The RCA, on behalf of Racecourses reserve the right to alter the terms and conditions of entry to racecourses for press badge holders from time to time having given one months notice.
- 16) The RCA reserves the right to remove Press Badge privileges from any Badge holder who is found to have contravened BHA General Instruction 5.2, the terms and conditions of entry of a racecourse or acted in an inappropriate manner whilst on a racecourse.

Additional Criteria

In addition to the above criteria, PASS cards and/or badges will only be issued to the following groups on fulfilment of the further terms:

Freelance - Applicants must supply copy to recognised newspapers or news agencies, radio or television media, or to an approved publication (excluding those published on an annual basis). Examples of work will be required.

Journalist - Applicants must complete an application form, which has signatures of support from either the Racing Editor or the Sports Editor. No staff application will be accepted without the above. Only racing correspondents and Racing Editors will be allocated named metal badges. All other personnel may apply for inclusion on the company pool badges.

Photographer – Photographers must have a full time commitment to racing photography, and must be able to demonstrate a significant level of recognised press work. Ideally they will have worked on racecourses for a minimum of 5 years. Accreditation will only be issued to photographers who can prove that they have Public Liability Insurance to a minimum of £1,000,000

Retired - The Committee deems that retired applicants must prove that they have held a named metal Press Badge for the past 15 consecutive years and be of retirement age.

Foreign - Applications from Foreign publications must provide details of which meetings they cover in Great Britain.

Television/Radio - Freelance applicants must meet the criteria as stated above. Staff applications must be signed by the Editor. No staff applications will be accepted without the above.

Bookmaker's Representative - Bookmaker's representatives are entitled to apply for one metal press badge on the condition that the company that they represent contributes at least £150,000 per annum to racing sponsorship. Detailed figures that the company complies with the criteria must be included with the application. Bookmaker's representatives that are issued with metal badges are to ensure that these are used to access press rooms for the sole use of relaying prices and information to members of the press. **Under no circumstances should they remain in the press room or use the press room to carry out their own work beyond this role.**

Other - Applicants who do not fit into the above criteria headings must provide detailed evidence of their work. If applicants carry out work under more than one criteria heading then they must provide evidence that they meet the criteria for all the categories that are relevant to their work.