



MEDIA CREDENTIALS REQUEST FORM

The Caldwell Night Rodeo Board of Directors appreciates your interest in covering CNR. The Board reserves the right to grant or refuse media access. You will be contacted prior to the event with confirmation of your credential request. Credentials must be available for review by authorized personal at all times while on the Caldwell Night Rodeo grounds.

Please follow these guidelines when making your credential request as an accredited news agency:

- ✓ Each media outlet is encouraged to make one request for the needs of their organization. We recognize the names of reporting crews may change the day of event. Please fill out the information to the best of your abilities and advise the rodeo's Executive Secretary or Marketing Manager as changes occur.
- ✓ Media outlets must place their requests on news outlet letterhead. Please include the information requested in the box below along with the contact information, name and signature of the news director or editor responsible. Additional pages may be attached as necessary.
- ✓ You must have verifiable editorial assignment from a recognized media outlet to attend and cover the event(s) as per the Professional Rodeo Cowboy Association (PRCA) media guidelines.
- ✓ Media access for freelance photographers and/or freelance journalists without editorial assignment will be granted on a case by case basis by the CNR Board of Directors.

Name of Media Outlet: _____			
Name of Contact Person: _____			
Mailing Address: _____			
City: _____		State: _____	Zip: _____
Office Phone: _____	Fax: _____	Email: _____	
Do you represent: ___ Radio ___ Television ___ Print Media ___ Other (please explain)			

Persons Requesting Credentials:			
_____		Title: _____	
_____		_____	
<i>(Please attach an additional piece of paper if necessary.)</i>			

Please return this request via email to caldwellnightrodeo@yahoo.com; fax to the CNR Attn: Media Credential Request at 208/455-5035; or mail to CNR at P.O. Box 98, Caldwell ID 83606

Please return no later than 1 week prior to the rodeo. For more information contact 208/459-2060 or caldwellnightrodeo.com

Date received: _____ Approved: _____
