



## **Media Accreditation Procedure**

WSK Promotion is pleased to welcome the representatives of information that would be present to the WSK Series.

WSK Promotion's Press Office wants to assure its whole availability in order to facilitate the work of those are engaged in the popularization of karting and that will give prominence to the WSK events.

To make this possible, the usual procedure is still valid to grant Media accreditation exclusively to those people who have a professional activity in this field, that is journalists, photographers and radio-TV operators. We are sure that in this way the job of operators of information will be facilitated.

For this reason we kindly would ask all Media representatives their collaboration, thanking them in advance for the attention they will devote us.

WSK Promotion  
Press Office  
[press@wsk.it](mailto:press@wsk.it)



## MEDIA ACCREDITATION PROCEDURES TO WSK PROMOTION'S EVENTS

### **1. Access to the Circuit**

The accredited journalists can enter into the Circuit facilities, the Press Room and the Paddock area. The press accreditation gives no admission to the track and the Parc Fermé. The permanent pass "Media- Press", issued by CIK-FIA or ACI-CSAI as well by the National Sporting Authority of the Country of origin, allows free access to the circuit facilities but not to the track or the Parc Fermé. Holders of permanent pass, that will need the services of WSK Promotion's Press Office, will have to follow the procedure for the Permanent Press Accreditation.

### **2. Applicants**

Radio-TV networks, publications, press agencies, freelancers (journalists, photographers or radio-TV operators) that intend to realize journalistic reports about WSK events, can require the press accreditation. House organ and not commercialized club magazines, social network pages owners, commercial free-lance operators, besides not journalistic personnel from publication, cannot be accredited as Media (read further details at point 3). Media accreditation will be granted to a maximum of three delegates for each TV-radio station, newspaper or press agency.

### **3. Norms and restrictions for photo-TV operators**

Photographers or TV operators that intend to follow this event only for commercial purposes, as selling photos or video footages to drivers, team members or private people, are excluded from accreditation. Television shootings have only to be realized by accredited cameramen and only after formal authorization by WSK Promotion and the media rights holder of the events. In any case, TV operators will not be entitled to record their footage within the track, to which they will not be granted access. Video shots could be done in all other areas where press operators are granted access to.

### **4. Image rights**

The organizer WSK Promotion is owner of the rights on the images of its events. Photographers and TV operators will therefore be asked a copyright free copy of the material produced at WSK events, with times and quantities to be defined at the events. TV footage and pictures might be used by WSK Promotion, quoting the author, for communication purposes.

### **5. Press accreditation procedure**

Applications for accreditation must reach, within the established terms, WSK Promotion's Press Office. All the applications will be checked in all their data with particular reference to free-lance applications. Those ones containing untruthful information will be rejected. Released passes will however lose their value and they will be immediately retired (even during the event) if, even in a second time, information in the applications should be false.

**To require the admission to the track area, photographers must enclose in their application for accreditation the copy of the Accident Insurance Policy that explicitly covers the risks deriving from the accomplishment of their professional activity in motor-racing.**

Applications that will not reach within the established terms or uncompleted in their enclosed documentation will be rejected. Besides, WSK Promotion by consent with the circuits' holders, reserves the right to impose a maximum number of accreditations, above all to photographers. For these last ones, in order to follow the best safety conditions, it will be fixed a maximum number of accesses to the track.

### **6. Accreditation granting – press pass collection**

Press Office will confirm, in the shortest possible time – whenever applicable – the granting of requested accreditations.

Press passes will be available for collection in the Press room of the events. Photographers bibs will be available with the same modality for entitled photographers.



Press operators are requested to ask exclusively Press Office personnel for passes and jackets collection.

## **7. Regulation to enter the track**

The Press Office will provide the map of the areas of the track, called the **Red Zone** and identified by the Clerk of the Course, where access or standing will not be permitted at any time during practices and races. The entry to the track will be allowed only to those photographers who are provided with the WSK pass **PISTA/TRACK** and with the official breast-jacket dispensed by the Press Office staff, as described at point 6. **Maximum two photographers will be admitted to the track for each accredited newspaper. In case of a particularly high number of requests, this limit could be reduced to one, in the due respect of the access limit decided by Race Director.**

## **8. Compliance with the rules**

**Failing to comply with the aforementioned rules, particularly those specified at points 3. and 4. and also at point 7. (compliance of Red Zones) could result in the immediate suspension of the accreditation.**

## PROCEDURE

### **1. How to send the application for accreditation**

Applications for accreditation must be filled on the **Media Form** outfitted by WSK Promotion for publications or freelancers and they must include the following enclosures:

- a digital photo of the Journalists;
- **(for photographers) the copy of the Accident Insurance Policy that explicitly covers the risks deriving from the accomplishment of their professional activity in motor-racing. The document must be drawn up in one of the following languages: Italian, English, French or Spanish. Other languages will be not considered.**
- a copy of the official National Press Card;
- a copy of the permanent Media Pass, issued from CIK-FIA or from the National Sporting Authority of the Country of origin, if in possession of it.

Applications will have to reach within the deadlines of each event specified in the introduction to the address [press@wsk.it](mailto:press@wsk.it)

### **2. Documents check**

The documents accompanying the request for accreditation must be submitted by each applicant, by the dates indicated in the introduction. Will be considered only the applications received by the respective dates. Each request will be evaluated and verified by the Press Office, which will verify the truthfulness of each document. The acceptance of any further requests for accreditation, received after the deadline, will be assessed at the discretion of the Press Office.



# GLOBAL RACING SYSTEM

## media

Testata - Agenzia - Emittente TV/Radio: <i>Publication - Agency -TV/Radio Network:</i>
Direttore - Capo Redattore: <i>The Editor-in-Chief:</i>

Il sottoscritto, in nome della testata diretta o rappresentata in questa sede, richiede il rilascio dell'Accredito Stampa Permanente agli eventi WSK, in programma nelle date e ai Circuiti elencati nel Calendario Ufficiale, in favore delle persone indicate alle pagine seguenti. A questo scopo il sottoscritto, avendo letto e preso conoscenza dei principi e della procedura di accreditamento disposta dall'Organizzatore WSK Promotion, che si intendono completamente accettati, dichiara che:

- ✦ le persone elencate alle pagine seguenti sono incaricate della testata sopra menzionata, per essere presenti agli eventi con l'esclusivo compito di svolgere attività giornalistica.
- ✦ una copia dall'originale della pubblicazione è stata allegata alla richiesta di accredito in formato jpeg o pdf, o che la stessa pubblicazione sarà consegnata in originale al momento del ritiro del pass;
- ✦ il materiale che sarà pubblicato in merito agli eventi sarà inviato per posta elettronica, in formato jpeg o pdf, al recapito indicato nella procedura di accreditamento. La pubblicazione, in originale, sarà inviata per posta al seguente indirizzo:

*The undersigned, in behalf of the publication he/she is directing or representing, requires the issue for Permanent Press Accreditation to people shown on following pages to the WSK events, that will take place according the Official Calendar. Having the undersigned read and understood principles and procedure for accreditation provided by WSK Promotion and entirely accepting them, declares that:*

- ✦ *people shown on following pages are entrusted by the Publication - Agency - TV/Radio Network shown above to be present at the event only for report activities;*
- ✦ *a jpeg-scan or a pdf file of the publication has been included to the application, or its original issue will be delivered at the pass collection;*
- ✦ *all the published material regarding the events will be sent by e-mail in jpeg or pdf format at the address shown in the accreditation procedure.*

## free lance

Nome giornalista Free Lance: <i>Free lance Journalist Name:</i>
A nome della testata: <i>On behalf of the Publication/Agency/TV-Radio Network:</i>

Il sottoscritto, in qualità di Giornalista free-lance, richiede il rilascio dell'Accredito Stampa Permanente agli eventi WSK, in programma nelle date e ai Circuiti elencati nel Calendario Ufficiale. A questo scopo il sottoscritto, avendo letto e preso conoscenza dei principi e della procedura di accreditamento disposta dall'Organizzatore WSK Promotion, che si intendono completamente accettati, dichiara che:

- ✦ sarà presente agli eventi con l'esclusivo compito di svolgere attività giornalistica;
- ✦ una copia dall'originale della pubblicazione è stata allegata alla richiesta di accredito in formato jpeg o pdf, o che la stessa pubblicazione sarà consegnata in originale al momento del ritiro del pass;
- ✦ il materiale che sarà pubblicato in merito agli eventi sarà inviato per posta elettronica, in formato jpeg o pdf, al recapito indicato nella procedura di accreditamento. La pubblicazione, in originale, sarà inviata per posta al seguente indirizzo:

*The undersigned, as a free-lance Journalist, requires the issue for Permanent Press Accreditation to the WSK events, that will take place according the Official Calendar. Having the undersigned read and understood principles and procedure for accreditation provided by WSK Promotion and entirely accepting them, declares that:*

- ✦ *he/she will be present at the event only for report activities.*
- ✦ *a jpeg-scan or a pdf file of the publication has been included to the application, or its original issue will be delivered at the pass collection;*
- ✦ *all the published material regarding the events will be sent by e-mail in jpeg or pdf format at the address shown in the accreditation procedure.*



TESTATE/AGENZIE/EMITTENTI TV-RADIO PER LE QUALI E' PREVISTO IL SERVIZIO GIORNALISTICO PUBLICATIONS/AGENCIES/TV/RADIO NETWORKS FOR WHICH THE REPORT IS FORESEEN	
Testata - Agenzia - Emittente TV/Radio: Publication - Agency -TV/Radio Network:	
Direttore - Capo Redattore: The Editor-in-Chief:	
Indirizzo: Address:	
Telefono: Phone number:	
Sito Internet: Web site:	
E-mail:	
Diffusione: Circulation:	
Cadenza: Frequency:	
Data Date	Firma del Direttore-Capo Redattore Signature of the Editor-in-Chief

DATI PERSONALI DEL GIORNALISTA/FOTOGRAFO/OPERATORE TV JOURNALIST/PHOTOGRAPHER/TV-RADIO OPERATOR PERSONAL DATA	
<b>1</b> Nome / Name:	
<input type="checkbox"/> Giornalista/Journalist <input type="checkbox"/> Fotografo/Photographer <input type="checkbox"/> Operatore TV-Radio/TV-Radio Operator	
<input type="checkbox"/> una foto tessera in formato digitale è stata inviata al seguente indirizzo / an identity photo on electronic format has been sent to the following e-mail address: <a href="mailto:press@wsk.it">press@wsk.it</a>	
<input type="checkbox"/> <b>(solo per i fotografi) si allega copia della polizza assicurativa personale contro Infortuni che esplicitamente copra i rischi derivanti dall'espletamento dell'attività professionale in una competizione motoristica / (for photographers only) the application includes the copy of the Accident Insurance Policy that explicitly covers the risks deriving from the accomplishment of their professional activity in motor-racing. <u>The document must be drawn up in one of the following languages: Italian, English, French or Spanish. Other languages will be not considered.</u></b>	
<input type="checkbox"/> si allega copia della tessera di iscrizione all'Albo dei Giornalisti e/o della tessera Media CIK/FIA / the application includes a photocopy of the official National Press Card and/or of the CIK/FIA Media card.	
<input type="checkbox"/> si allega copia dall'originale della pubblicazione / the application includes a photocopy of the newspaper/magazine.	
Indirizzo: Address:	Telefono: Phone number:
e-mail:	
<b>Per accettazione delle norme di accredito, con particolare riferimento ai punti 4-Diritti di immagine; 7-Disciplina per l'accesso in pista; 8-Osservanza delle norme</b> <b>For acceptance of the accreditation rules, with particular reference to points 4-Copyright; 7-Rules for access in the track area; 8-Compliance with the rules</b>	
Data Date	Firma Signature



## DATI PERSONALI DEL GIORNALISTA/FOTOGRAFO/OPERATORE TV JOURNALIST/PHOTOGRAPHER/TV-RADIO OPERATOR PERSONAL DATA

<b>2</b> Nome / Name:		
<input type="checkbox"/> Giornalista/Journalist	<input type="checkbox"/> Fotografo/Photographer	<input type="checkbox"/> Operatore TV-Radio/TV-Radio Operator
<input type="checkbox"/> una foto tessera in formato digitale è stata inviata al seguente indirizzo / an identity photo on electronic format has been sent to the following e-mail address: <a href="mailto:press@wsk.it">press@wsk.it</a>		
<input type="checkbox"/> <b>(solo per i fotografi) si allega copia della polizza assicurativa personale contro infortuni che esplicitamente copra i rischi derivanti dall'espletamento dell'attività professionale in una competizione motoristica / (for photographers only) the application includes the copy of the Accident Insurance Policy that explicitly covers the risks deriving from the accomplishment of their professional activity in motor-racing. The document must be drawn up in one of the following languages: Italian, English, French or Spanish. Other languages will be not considered.</b>		
<input type="checkbox"/> si allega copia della tessera di iscrizione all'Albo Giornalisti e/o della tessera Media CIK/FIA / the application includes a photocopy of the official National Press Card and/or of the CIK/FIA Media card.		
<input type="checkbox"/> si allega copia dall'originale della pubblicazione / the application includes a photocopy of the newspaper/magazine.		
Indirizzo: Address:		Telefono: Phone number:
e-mail:		
<b>Per accettazione delle norme di accredito, con particolare riferimento ai punti 4-Diritti di immagine; 7-Disciplina per l'accesso in pista; 8-Osservanza delle norme</b> <b>For acceptance of the accreditation rules, with particular reference to points 4-Copyright; 7-Rules for access in the track area; 8-Compliance with the rules</b>		
Data Date		Firma Signature

## DATI PERSONALI DEL GIORNALISTA/FOTOGRAFO/OPERATORE TV JOURNALIST/PHOTOGRAPHER/TV-RADIO OPERATOR PERSONAL DATA

<b>3</b> Nome / Name:		
<input type="checkbox"/> Giornalista/Journalist	<input type="checkbox"/> Fotografo/Photographer	<input type="checkbox"/> Operatore TV-Radio/TV-Radio Operator
<input type="checkbox"/> una foto tessera in formato digitale è stata inviata al seguente indirizzo / an identity photo on electronic format has been sent to the following e-mail address: <a href="mailto:press@wsk.it">press@wsk.it</a>		
<input type="checkbox"/> <b>(solo per i fotografi) si allega copia della polizza assicurativa personale contro infortuni che esplicitamente copra i rischi derivanti dall'espletamento dell'attività professionale in una competizione motoristica / (for photographers only) the application includes the copy of the Accident Insurance Policy that explicitly covers the risks deriving from the accomplishment of their professional activity in motor-racing. The document must be drawn up in one of the following languages: Italian, English, French or Spanish. Other languages will be not considered.</b>		
<input type="checkbox"/> si allega copia della tessera di iscrizione all'Albo Giornalisti e/o della tessera Media CIK/FIA / the application includes a photocopy of the official National Press Card and/or of the CIK/FIA Media card.		
<input type="checkbox"/> si allega copia dall'originale della pubblicazione / the application includes a photocopy of the newspaper/magazine.		
Indirizzo: Address:		Telefono: Phone number:
e-mail:		
<b>Per accettazione delle norme di accredito, con particolare riferimento ai punti 4-Diritti di immagine; 7-Disciplina per l'accesso in pista; 8-Osservanza delle norme</b> <b>For acceptance of the accreditation rules, with particular reference to points 4-Copyright; 7-Rules for access in the track area; 8-Compliance with the rules</b>		
Data Date		Firma Signature