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Regatta Headquarters
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**PRESS ACCREDITATION
HENLEY ROYAL REGATTA
1st July — 5th July 2020**

Application for Accreditation

Requests for Press Accreditation shall be made on the attached form by 31st May, 2020. As demand always exceeds supply, it is much regretted that accreditation cannot be guaranteed and applicants are therefore urged to submit their requests as early as possible to avoid disappointment.

Please note that the Regatta reserves the right to request a letter of confirmation from an editor before any accreditation is granted.

The following facilities are provided:

a) **Regatta Enclosure**

Journalists receiving **standard press accreditation** will normally be issued with Regatta Enclosure Press badges which admit the wearer to the Press Office, the Boat Tent Area and the Regatta Enclosure. **Please note that no category of press accreditation allows access to the Stewards' Enclosure.**

b) **Press Box**

Specialist rowing writers will be allowed access to the Press Box which is positioned on the river at the Finish of the Course. Generalist press will only be permitted access to this area on a case by case basis for limited periods each day.

Badges issued for the Press Box will also admit the wearer to all areas mentioned in (a).

c) **Photographers' Boxes**

Two photography boxes are provided for the use of specialist rowing photographers and film crews. Access to both boxes is by a ferry provided by the Regatta. **Badges for the Photographers' Boxes will also admit the wearer to all areas mentioned in (a).**

i) The High-Level Box is positioned on the river, at the Finish, on the opposite side from the Press Box.

ii) The Low-Level Box is positioned on the river, 100 yards short of the Finish, opposite the Enclosure.

d) **Press Office**

This is positioned within the Boat Tent Area immediately to the right of the entrance gate. The Press Office provides writing facilities, press information, racing schedules and internet access, and can be used by all accredited journalists and photographers. Accredited journalists and photographers will be able to access a secure wireless network. **Please make sure you have the necessary hardware, including wireless network cards**, before arrival on site as technical support by the Press Team will be limited to the provision of network security keys.

e) **Press Facilities for following Races**

A very limited number of launch tickets is made available to the press for following specific races in the Umpire's launch. **Ticket requests should be made to a member of the Press Team, and are allocated each evening once the Racing Programme for the following day has been circulated.** Journalists are warned that possession of a ticket for following a race in the Umpire's launch does not guarantee a seat being available.

Please note the following:

a) ***Freelance Journalists and Photographers***

Freelance journalists will only be considered for accreditation if their application is accompanied by a letter of support from an established journal or agency. The Regatta reserves the right, even in this circumstance, to restrict accreditation.

b) ***Film and Television Coverage***

Accreditation for film or television crews for news access will no longer necessarily be granted without payment of a fee. Organisations producing feature or magazine-type programmes and/or requiring more extensive coverage will, if admitted, be charged an additional facility fee which will be subject to separate negotiation. Such applications must be finalised before 1st June 2020.

c) ***Direct Telephone Lines***

Direct telephone lines to the Press Office are installed from Monday, 29th June to Sunday, 5th July:

(01491) 637775 and (01491) 637981

d) ***Website***

An information service is available on the Internet:

hrr.co.uk

This website will be updated with Results of Racing and the Racing Timetable during the Regatta. Members of the press may find the Regatta's Twitter feeds of assistance:

Twitter: **@HenleyRegatta**
@HenleyResults

e) ***Dress Code***

In those areas of the Regatta where accredited journalists have unrestricted access there is no dress code - however, many members of the media like to dress more formally and thus enter more fully into the spirit of the occasion.

f) ***Restrictions applying to the Stewards' Enclosure***

The Stewards' Enclosure is a private Enclosure for Members and guests. Access is therefore not available to those seeking Press Accreditation. Any member of the press endeavouring to gain access to the Stewards' Enclosure for journalistic purposes will have their accreditation withdrawn.

BADGES AND CAR PARK LABELS WILL NOT BE SENT BY POST. THOSE WHO ARE SUCCESSFUL IN APPLYING FOR ACCREDITATION WILL BE ISSUED WITH A PASS ALLOWING THEM TO PARK THEIR CARS IN THE REGATTA CAR PARKS TO ENABLE THEM TO COLLECT THEIR BADGES IN PERSON FROM THE PRESS OFFICE FROM 9.00 AM ON MONDAY 29TH JUNE 2020 ONWARDS.