

Media Access Agreement

Date: [Insert Date]

To: [Media Organization Name]

Address: [Media Organization Address]

Dear [Media Contact Name],

We are pleased to grant you access to cover the [Festival Name] scheduled to take place from [Start Date] to [End Date] at [Venue Location]. The details of the media access agreement are outlined below:

Terms and Conditions:

1. Media representatives are required to check in at the designated media entrance upon arrival.
2. All media representatives must wear their issued press badges at all times while on site.
3. Access to restricted areas is permitted only with prior approval from festival organizers.
4. All media coverage must respect the festival's code of conduct and adhere to event timings.
5. Photos and footage taken must be used only for reporting purposes and with appropriate credit to the festival.

Please confirm your acceptance of this agreement by signing below and returning a copy to us by [Return Date].

Signature:

[Media Contact Name]

[Title]

Date: _____

Thank you for your cooperation. We look forward to your coverage of the [Festival Name].

Sincerely,

[Your Name]

[Your Title]

[Organization Name]

[Contact Information]