

Breese Stevens Field Media Guidelines

Big Top Soccer and Forward Madison FC have established the following guidelines to maintain an efficient and professional environment for all media members at Breese Stevens Field. It is our goal to assist all working media in their coverage of our organization.

Media Areas

Credentialed media should enter through Gate 5 on E. Mifflin St. The entrance opens 60 minutes prior to kickoff (subject to change for international friendlies, US Open Cup matches, and other non-USL events).

The press box is located on southeast side of Breese Stevens Field along E. Washington Ave and can be accessed via the stairs leading up to it. Only written media will be allowed access to the press box and is subject to availability on a per game basis.

Photographers and television crews. There is wifi access on the field; if needed, contact the Forward Madison FC communications department for the network and password. Photographers will not have access to the press box unless a special request is submitted and approved by a Forward Madison FC staff member.

Press Box Guidelines

The press box at Breese Stevens Field opens 60 minutes prior to kickoff (subject to change for international friendlies, US Open Cup matches, and other non-USL events). Admittance is limited to working media members with credentials only. The press box is a working area reserved for writers, reporters, and game personnel. Family members and guests will not be allowed in any working media areas.

Photographer Guidelines

Photographers may shoot game action from the field level only. No photographs may be taken from the press box or seating areas.

Big Top Soccer and Forward Madison FC reserve the right to use any and all photos taken during all matches at Breese Stevens Field for marketing and promotional purposes (excludes news media). Upon request from Forward Madison FC, photographers must send raw images without watermarks. Proper credit and notification will be given when photos are used. Failure to follow these requests will result in the revocation of credentials.

Prior to kickoff, photographers may move to midfield to shoot starting line-ups, but immediately afterward are required to move to an endline. **No photographs may be taken from the either sideline after the match has started.**

Credentialed photographers may not switch ends during the run of play, nor cross in front of the benches or behind the goals.

Game Notes and Stat Sheets

Game notes will be made available ahead of every USL match at Breese Stevens Field in the press box and all TV and radio booths. Post-match stat sheets can be emailed by request.

Interview and Comment Requests

All interview and comment requests must be made through the Forward Madison FC Communications department. This includes players, coaches, front office staff, and any other individual operating under a Big Top Soccer franchise contract.

Requests can be sent to kuba@forwardmadisonfc.com.

In accordance with the United Soccer League Media Guidelines, approval of requests will be at the discretion of Forward Madison FC staff.

Pre-Match Interviews

Forward Madison FC is not required to provide pre-game media access. Pre-game interview requests can be made, but are subject to denial at the discretion of the team's communications department.

Post-Match Interviews

For USL MATCH PLAY ONLY: In accordance with USL policy, media members may have access to the Forward Madison FC Head Coach and the 18 rostered players within 10 minutes of the conclusion of the match. In the event a player requires medical treatment and can't be present in the room, the Club's communications staff will make arrangements for the player to be available if he has been requested by media. Forward Madison FC communications staff has the right to end post-match interviews 30 minutes after the room opens following the end of the match.

Training

Unless otherwise specified, all but the final fifteen minutes of Forward Madison FC training sessions are closed to all media and outside personnel. The final fifteen minutes of training will be open to all media. Special requests to attend more than the

final fifteen minutes can be made by contacting the Forward Madison FC communications department. Approval of special requests is at the team's discretion.

The Forward Madison FC Head Coach and all contracted players will be available for interviews immediately following training. All interview requests must be submitted to the team's communications department at least 24 hours prior to training.

No media members are permitted in the locker room areas before, during, or after training.

Credentialing

Season-long USL credentials will only be honored at league matches. Media members must apply for game-specific credentials for all U.S. Open Cup matches, international friendlies, and other non-league matches. Approval is based on availability and may be revoked on an individual basis upon violation of any kind.

Credential applications can be found and submitted through forwardmadisonfc.com/credentials. All applications must be submitted at least 24 hours prior to kickoff.

Credentials can be picked up in advance of the match at the Forward Madison FC front office. Day-of-game credentials can be picked up at the media will call window. They will be available beginning 60 minutes prior to the match.

All credentials are non-transferable, and any unauthorized or improper use will subject the bearer to ejection from the stadium and permanent loss of the credential. Big Top Soccer and Forward Madison FC reserve the right to revoke credentials from anyone who violates the media guidelines, behaves in a disruptive or unprofessional manner, or abuses media access.