



INDY ELEVEN 2023 SEASON MEDIA GUIDELINES

On behalf of Indy Eleven, we thank you and your media outlet for your interest in covering Indiana's Team during both our 2023 USL Championship and USL W League seasons.

The following details gameday policies for media as well as procedures on gaining access to players, coaches, and staff for in-person and/or remote interview requests.

We will keep you abreast of updates in these guidelines via email and the [Media Guidelines page at indyeleven.com](#) as any changes in policy occur, including updates surrounding the 2023 W League season as spring approaches.

We appreciate your cooperation and look forward to working with you as closely as ever to provide coverage of the 2023 editions of the Boys and Girls in Blue.

Sincerely,

Brad Hauter – VP, Marketing & Club Growth

bhauter@indyeleven.com | 463-212-5240 (office)

Main contact for: Marketing, Advertising, Youth Soccer/Development, Growth Strategy & Community Outreach initiatives

Lindsey Olsen – Director, Communications

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Main contact for: Player/Coach/Executive interview requests, PR/Media/Communications initiatives, Gameday media requests, Media List updates

Mark Grainda – Director, Content Communications

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Main contact for: Social Media, Website & Content initiatives

Secondary contact for: Interviews & media requests

Ian Gilmour – Director, Video & Content Production

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Main contact for: Video initiatives

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2023 PRACTICE/NON-GAMEDAY PROTOCOLS (as of May 2, 2023)

INTERVIEW REQUESTS

For all in-person interview situations regardless of location, we strongly suggest media members to follow social distancing and mask-wearing best practices around players, coaches, and team staff. To minimize close contacts to the greatest possible extent, Indy Eleven training sessions at Grand Park will be open with restricted access for members of the media.

While media members will be allowed access to all players and coaches at the end of each training session for in-person interviews, we strongly suggest coordinating such opportunities in advance with members of the Indy Eleven Communications Department (contact info on first page) by no later than 5:00 p.m. the day before of training – and ideally at least one day in advance – to ensure your desired interview subjects are available and to confirm that day's training time and location.

While interview access prior to training sessions can also be arranged on a case-by-case basis with at least 24 hours' notice, the strong preference will be to conduct interviews following training.

The Indy Eleven Communications Staff will also continue to coordinate interview opportunities via video call and phone as requested by media members or as timing/availability dictates the need for the interviewee. While times for interviews will be coordinated on a case-by-case basis, for men's first team requests media members should expect to execute these calls, when possible, in the afternoon/early evening hours to work around the team's usual practice window between 10:00 a.m.-1:00 p.m. at Grand Park.

TRAINING B-ROLL AND GAME HIGHLIGHT FOOTAGE

Indy Eleven Communications Staff is glad to accommodate requests from media members for b-roll video footage from training sessions at Grand Park and highlights from previous games for inclusion in their coverage of the teams.

For general training b-roll and/or match highlights, please contact an Indy Eleven Communications Staff member (contact info on Page 1) with your request at least one (1) business day in advance of when you will need the footage in order to allow for proper coordination and execution.

For training b-roll and/or match highlights of a specific player or other organizational footage requests, please contact an Indy Eleven Communications Staff member (contact info on Page 1) at least two (2) business days in advance of when you will need the footage in order to allow for proper coordination and execution.



2023 GAMEDAY PROTOCOLS AT CARROLL STADIUM (as of May 2, 2023)

ABUSING CREDENTIAL PRIVILEGES

When issuing media credentials, it is the expectation that recipients will actively produce written, photographic, and/or audio content on, about or pertaining to Indy Eleven in a professional manner.

Anyone caught abusing their media credential privileges by not adhering to our 2023 Media Guidelines contained in this document will have their credentials revoked and will be ineligible for Indy Eleven media access for the remainder of 2023 – and potentially beyond.

Please note that lost full season or single-game credentials **WILL NOT BE REPLACED**. If you lose your credential, please contact one of the team's media liaisons (contact info on Page 1) immediately to discuss next course of action.

SINGLE-GAME CREDENTIAL & PARKING REQUEST

Single-game credential applications will be accepted until 5:00 p.m. two days prior to gameday. Requests received after this time may not be considered or seen by the Indy Eleven Communications Staff.

To request a single-game credential and/or parking pass, visit.

For follow up on your request, please contact one of the team's media liaisons (contact info on Page 1) at your earliest convenience.



MEDIA WILL CALL: CREDENTIAL & PARKING PASS PICK-UP, MATCH DAY CHECK IN & PHOTO BIB PICK UP

In 2023, the Media Will Call window will be located at the Carroll Stadium Box Office, located just inside Gate C (formerly known as the Northwest Gate) near the intersection of New York Street & Barnhill Drive. This window will be the central hub for all materials surrounding media needs on gameday, including:

- Credential & Parking Pass Pick-up (both full season & single-game materials)
- Match Day Check-in
- Photo Bib Pick-up (will be enforced and mandatory for ALL field level working media in 2023)



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CREDENTIAL & PARKING PASS PICK-UP

Media members who have been approved to receive either 2023 full season or single-game credentials and/or parking passes may pick up those materials at the Media Will Call window. ***The Media Will Call window will open no earlier than 90 minutes prior to kickoff and will be staffed by a member of the Box Office team throughout the 15th minute.***

Anyone picking up their materials will be allowed to park temporarily in the right-most lane of traffic on the east-bound side of New York Street (reference above map) **UP UNTIL AN HOUR PRIOR TO KICKOFF (6:00 P.M. ON MOST GAMEDAYS)**, when the lane will be re-opened to traffic. ***For this reason, media members who need to pick up a parking pass on gameday are strongly encouraged to arrive by 60 minutes prior to kickoff.***

MEDIA CHECK-IN & ENTRANCE ACCESS

All credentialed media personnel – regardless of full season or single-game status – will need to check in at the Media Will Call window AT EVERY GAME.

Media will be allowed to enter the facility ONLY THROUGH GATE C beginning 90 minutes prior to kickoff.

DISPLAYING OF CREDENTIALS

All credentialed media must have their credentials visible and physically on them at all times. Anyone not properly displaying their credential in a restricted area will be ejected from the stadium (unless they have a ticket; they will be escorted to the appropriate seat/section).

SECURITY CHECK

Credentialed media consent to allowing Indy Eleven and/or Carroll Stadium staff to inspect bearer's person and any bags, clothing, or other articles for security purposes, whether by walk-through metal detection, handheld metal detection, bag checks or otherwise, and acknowledges and agrees that bearer may be denied entry to or ejected from any Indy Eleven event if bearer is in possession of any item or object that Indy Eleven and/or Carroll Stadium considers potentially dangerous, hazardous, inappropriate and/or injurious to other patrons or participants, and any prohibited items may be confiscated. Bearer consents to security searches and/or screening of bearer and waives any claims that bearer might have against Indy Eleven.

MEDIA PARKING

Full season AND single-game credentialed media will be allowed to access **Lots A & B** by showing their credential to parking personnel stationed at any lot entry location; please refer to the below map for lot access points.

While Lots A & B will open a minimum of two hours prior to kickoff, please note that media access to the venue/press box will still be limited to 90 minutes prior to kickoff.

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INDY ELEVEN GAMEDAY PARKING MAP Carroll Stadium, IUPUI



MEDIA ACCESS & PRESS BOX ACCOMODATIONS

All credentialed media – including photographers and videographers working at field level – will have access to the press box in order to access materials surrounding game coverage (team match notes, starting lineups, stats) and food and beverages dedicated for media members.

Ample workspace seating is available for media members inside the West side of the press box; said seating is available on a first-come, first-served basis.

PRESS CREDENTIALS DO NOT ALLOW MEDIA MEMBERS TO UTILIZE SEATING AREAS AT CARROLL STADIUM AS WORKSPACE – NO EXCEPTIONS. If you need to access seating sections for a limited timeframe to capture content and/or obtain interviews with fans, you are asked to contact an Indy Eleven Communications Staffer (contact info on Page 1) to coordinate in advance so that security can be notified if needed.

ACCESS TO WORKING ACCESSORIES

The Press Box will include access to power outlets and Wi-Fi access. The Wi-Fi network and key/password will be made available via signage in the press area; please contact an Indy Eleven Communications Staff member if you are having trouble accessing the network and Stadium IT personnel will be called in to assist.

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FOOD & BEVERAGE

Indy Eleven will have a limited amount of press box meals and snacks for working media members in 2023, in addition to refrigerated bottles of water. Items will be first-come, first-served, so please plan your afternoon/evening meals and trip to the press box accordingly.

DRONE PERMISSIONS & USAGE

Indy Eleven and IUPUI expressly prohibit any use of drone/Unmanned Aircraft System (UAS) that has not been approved by both the club and university in advance. If you or someone from your media outlet would like to submit an application for drone usage at an Indy Eleven game at Carroll Stadium:

1. **Review both the:**
 - i. [Indy Eleven Drone/Small UAS Safety Program document](#)
 - ii. [Indy Eleven Drone/Small UAS Regulations document](#)
2. [Click here to submit your application for drone usage](#) to Indy Eleven **AT LEAST 21 DAYS IN ADVANCE OF THE GAME(S) YOU WISH TO CAPTURE FOOTAGE AT**; requests received later than 21 days out from gameday will not have sufficient time for approval and will not be considered.
3. Once received, Indy Eleven will work with IUPUI on submittal of your request and provide notice of approval or denial at least five days prior to gameday.

Unauthorized usage of a UAS could result in removal of operator's media credential for the remainder of that match and up through the rest of the season, engaging law enforcement and Federal Aviation Administration officials to levy fines and/or other penalties, and confiscation of the UAS by club/stadium personnel.

PHOTO BIBS: REQUIRED FOR ALL MEDIA ON FIELD LEVEL!

ALL media members credentialed for FIELD access will need to sign out a photo bib as part of the check-in procedure at the Media Will Call window at Gate C (see MEDIA CHECK-IN section for reference).

Because bibs identify you as a member of the working media AND designate access between media members and team/broadcast personnel, **BIBS MUST BE WORN AT ALL TIMES WHILE ON FIELD LEVEL, PER USL MEDIA GUIDELINES.** Media who do not follow this stipulation will be at risk of having their credential revoked.

After the match, field level working media should return their bib either to club personnel on the field or leave at the Media Will Call window.



If you forget your bib or credential, it/they will not be replaced, and you will lose your stadium/field access; in this instance, please contact an Indy Eleven Communications Staffer (contact info on Page 1) to discuss next course of action.

FIELD ACCESS FOR CREDENTIALLED MEDIA – USLC GAME AT IUPUI CARROLL STADIUM



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PHOTOGRAPHER ON-FIELD ACCESS & DISTANCING GUIDELINES

PLEASE REFER TO THE MAP ON THE PREVIOUS PAGE FOR AN UPDATED MAP OF WHERE CREDENTIALLED MEDIA WILL BE ALLOWED TO SHOOT FROM IN 2023.

IN SHORT: GENERAL CREDENTIALLED MEDIA MEMBERS ARE ASKED TO REMAIN BEHIND THE FIELD BOARDS, NO EXCEPTIONS. ONLY CREDENTIALLED TEAM/LEAGUE STAFF MEMBERS AND BROADCAST CREW WILL BE ALLOWED INSIDE THE FIELD BOARDS.

NO MEDIA MEMBERS WILL BE ALLOWED INSIDE THE BOUNDARIES OF THE FIELD BOARDS AND/OR ONTO THE FIELD AT ANY TIME PRIOR TO POST-GAME MEDIA AVAILABILITY WITH PLAYERS & COACHES ON THE FIELD.

Pre-game Activities

- *Warm-ups:* General credentialed media members can station themselves anywhere indicated in neon green/yellow on the access map – with the exception being the approx. 10-yard “center tunnel” area on the track while players and team personnel are entering/exiting the field (area marked in blue on the map).
- *On-field Ceremonies:*
 - *This season marks the return of an on-field “processional” including both teams, child player escorts, and referees. Media will be able to stage themselves at the midfield stripe area near the sideline on the field – please follow directions of Indy Eleven gameday personnel for exact locations to shoot from.*
 - There will be no ceremonial coin toss with referee & captains on field prior to start of the match.
 - Availability for a Starting XI photo with Indy Eleven players will be decided upon by Operations staff on a game-by-game basis, depending upon timing of the pre-game/broadcast window. Again, please listen to directions from Indy Eleven gameday personnel for confirmation on this opportunity in real time.

In-game shooting:

Photographers can station themselves anywhere in the neon green/yellow and blue shaded access areas on the map above, which have been determined with the greatest amount of photographer access and fan sightlines in mind. The South/Grandstand endline can be utilized by photographers who wish to switch endlines during the run of play.

As a general rule of thumb – but especially on the South Endline and NW corner (near the new beer garden area) in particular – you are asked to shoot as low to the ground as possible to maintain maximum sightlines of the field for fans behind you.

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POST-GAME MEDIA INTERVIEW ACCESS

Indy Eleven conducts all post-game coach and player interviews in-person; that said, we do suggest media members follow social distancing and mask-wearing best practices in these close contact situations when at all possible.

Media members in attendance should coordinate their requests for specific players with an Indy Eleven Communications representative either in the press box or on field level by the 90th minute of the match so that players can be notified accordingly as soon as the game ends. **Media are asked to station themselves near midfield on the Grandstand side of the track by 5 minutes after the whistle so that Indy Eleven staff can escort them onto the field for access when players/coaches are ready.**

Players and coaches will be made available in either an individual or “scrum” setting as requests dictate starting approximately 10 minutes after the final whistle – and sometimes sooner if said personnel are agreeable to such timing. This availability will be coordinated through Communications Staff personnel and will be conducted ON THE FIELD (exact location may change from game-to-game depending upon field activity during post-game).

Video/Phone Call Interview Access

For access to Indy Eleven players not taking part in the post-game press conference, media members are asked to coordinate video/phone calls for specific players with Indy Eleven Communications Staff via phone call or text (contact info on Page 1) by the 80th minute. Execution of these interview requests could occur as early as 10 minutes after the final whistle but may not take place until approximately 30 minutes after the final whistle depending on individual’s availability.

Visiting Team Media Availability

Media members looking for post-game access to players and coaches from the opposing team are asked to coordinate their requests with each club’s respective PR Staff who, if not present to facilitate themselves, will work with Indy Eleven Communications Staff to coordinate interview opportunities.

ALCOHOL USE PROHIBITED

The consumption of any alcoholic beverage(s) is strictly prohibited by anyone actively reporting or attending Indy Eleven matches at Carroll Stadium by use of any media credential.

Failure to comply with this standard will result in ejection from Carroll Stadium for the remainder of the match, and any issued credential will be revoked for the remainder of the 2023 season – and potentially beyond. This is a zero-tolerance policy.



NO PERSONAL USE

Credential bearers may not request autographs, take non-work-related photographs or make any other personal use of this credential or the stadium access conferred by this credential. A first-time offense of this guideline will result in a review of the scenario with the Indy Eleven Communications Staff in a timely fashion, with revocation of credentials among the sanctions possible.

PUBLICITY

The bearer grants permission to Indy Eleven and its licensors to use the bearer's image, likeness, actions and statements, in perpetuity, in any Media Use relating to any Indy Eleven event in any context for any purpose, including commercial or promotional purposes, without further authorization from or compensation to the bearer.

RELEASE OF LIABILITY

The bearer of this credential and his or her employer assume all risk and danger of personal injury and all other hazards arising from or related in any way to stadium access, and agree to indemnify and hold harmless Indy Eleven and Carroll Stadium, its member teams, other agents and employees from and against all liability, loss, damages or expense resulting from or arising out of the bearer's presence at the stadium.

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