



**Getting Started:** In order for you to access the Deadline Media section, you must obtain a username and password established by Cameras In Action. Please follow the succeeding procedure to ensure that you will have access to the Media section of our site:

1. You must print out a copy of the Media Access Request form.
2. Fill in the Media Access Request form completely, be sure to include billing information and an email address where you can receive your username and password.
3. Fax the completed Media Access Request form to (704) 933-7422.
4. Cameras In Action will review your request application.
5. If you are accepted, CIA will contact you with pricing. If pricing is agreed, you will receive a confirmation email that includes your username and password. If, for some reason, Cameras In Action does not accept your request, you will be contacted via phone for further discussion.

**What to Do after Receiving Your Username and Password:**

1. Once you receive an email with your username and password, click on the "Deadline Media" link on our web site.
2. Click on the event that you wish to download images from.
3. Identify the image thumbnail you require, then:
  - PC—right-click the link (or thumbnail) and select 'Download Link to Disk,' 'Save Target As,' or 'Save Link As' (the menu selection depends on your browser)
  - Macintosh—click and hold the mouse button down before selecting 'Download Link to Disk,' 'Save Target As,' or 'Save Link As' (the menu selection depends on your browser)

**Important Facts:** We generally accept most editorial publications, however exclusions may apply. This access is provided ONLY for the 'deadline media' section of our site and not 'stock' or any other section.

**For Your Information:** For print media, the images are approximately 4X6 and 300 dpi minimum and for website, the images will be approximately 500 pixels (longest). The images in the Deadline Media section will be posted promptly after each event and will be removed the Wednesday following the event. Be sure to download the images you need before Wednesday.

**Please fax this completed form to (704) 933-7422 and we will email you with access instructions.**

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**Client Signature**

**Date**