

## **Accreditation regulations for the journalists working at events held at Expocentre Fairgrounds**

Accreditation of journalists shall be obligatory and carried out in accordance with the Russian Federation Law on Mass Media, these Regulations and other regulations of the Russian Federation relating to the professional activities of journalists, at all events held at Expocentre Fairgrounds regardless of the event's status (whether it was organised by EXPOCENTRE AO or other organisers).

The basis for issuing an accreditation card is a letter of application on the official editorial letterhead indicating the name and contact telephone number of the media representative, signed and stamped by the manager, unless other conditions of accreditation are indicated on the event website. Letters of application from TV channels' editorial offices should contain the names of the film crew, as well as the title of the programme and the expected date and time of the broadcast.

Bloggers should send a request for accreditation with information about the channel/website/personal page where material about the event will be posted (link, topic, number of subscribers, reach).

Letters of request are sent to [press@expocentr.ru](mailto:press@expocentr.ru).

In addition, the websites of EXPOCENTRE's own exhibitions (organised by EXPOCENTRE AO) provide an electronic application form for media accreditation in the Media Centre section. Accreditation is confirmed by a positive response to the e-mail address specified in the application.

Any other accreditation cards, as well as official ID cards for Russian journalists to work at the Fairgrounds will not be valid.

**Accreditation passes are issued by EXPOCENTRE's Press Service (Vystavochnaya metro station, Krasnopresnensya nab., 14, Congress Centre, 2nd floor, Office 123, entrance from Krasnopresnenskaya naberezhnaya) on working days from 10:00 to 16:00.**

For accredited journalists, the press service organises and hosts press events related to the opening of EXPOCENTRE's own exhibitions. They take place on the day before or during the exhibition.

The accreditation card does not entitle the holder to attend press conferences and other events not organised by EXPOCENTRE AO, which require separate invitations.

Foreign correspondents holding accreditation of the Press Service of the Russian Ministry of Foreign Affairs shall be entitled to visit exhibition and congress events at Expocentre Fairgrounds upon presentation of a relevant document issued by the Russian Ministry of Foreign Affairs.

Media representatives shall provide EXPOCENTRE's Press Service with materials (or references to them) related to events held at Expocentre Fairgrounds, published in the publications they submit or broadcasted.

Advertising agencies and publications do not have to obtain accreditation. Publishers and publishing houses can obtain accreditation only for journalists of their separate media outlets. The applicants shall submit letters made on those outlet's own letterheads (see above).