



Ventura Harbor

MEDIA CRITERIA FORM
REQUIREMENTS TO HOST JOURNALISTS' VISITS

Ventura Harbor Village thanks you for your interest Ventura Harbor and the Channel Islands. To consider your request, we ask that you complete and address the items below and return to us via e-mail jtaltlundin@venturaharbor.com. Once we have received your completed form with the supporting documents, we will process your request and inform you of our decision.

NAME _____

ADDRESS _____

LAND LINE PHONE _____

CELL _____

FAX _____

E-MAIL _____

REQUIREMENTS:

* Dates of Request. Must contact at least 1 week in advance.

* What Are You Requesting: _____

* Letter of Assignment required from editors and freelance journalists.
Please submit all Letters of Assignment/Letters of Intent electronically.

* Name of Publication, Radio, TV, Internet Website, blog or video content

- * Expected Number of Words: _____
- * Expected Number of Photos/Video: _____
- * Expected Air/Publication Date: _____
- * Website address (es) of all Media Outlets _____
- * Required Sample Clips with Byline and/or Sample Video Clips of Previous Segments Aired for Television. Please send these electronically.
- * If Television, names of crew members, dates of travel and itemized list and weight of equipment to be transported. Please note that the is not responsible for damaged or lost equipment.

Sample Photos if Photojournalist

- * Geographic Region where publication, radio or TV reaches

- * Circulation of Publication, Number of Unique Visitors Per Month, Viewers or Listeners

- * Average Income of Readers, Viewers or Listeners

- * List of Your Professional Affiliations

- * Would you be willing to provide Ventura Harbor with either complimentary still shots or raw footage if applicable if you were to visit?

The destination offers to all visiting journalists and media on assignment the use of visual images of the destination and has for use (upon approval from the marketing department) video for use.

All media visits must be qualified through Ventura Harbor Marketing Department:

Jennifer Talt Lundin

Marketing Manager

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(805) 477-0470

FAX (805) 644-1684

