



**2018-19**

**MSHSAA**

**Media Regulation &  
Credential Book**

**Missouri State High School Activities Association**

## ■ 2018-19 MSHSAA Schedule of Championships

<i>Date(s)</i>	<i>Event</i>	<i>Location</i>
October 15-16	44th MSHSAA Girls Golf Championships	various sites \$
October 18-20	43rd MSHSAA Girls Tennis Championships	Cooper Tennis Complex, Springfield
October 26-27	43rd MSHSAA Girls Fall Softball Championships	Killian Complex, Springfield
November 2-3	44th MSHSAA Girls Volleyball Championships	Show-Me Center, Cape Girardeau
November 3	69th MSHSAA Boys Cross Country Championships	Oak Hills Golf Center, Jefferson City
November 3	69th MSHSAA Girls Cross Country Championships	Oak Hills Golf Center, Jefferson City
November 8-10	82nd MSHSAA Boys Swimming & Diving Championships	City of St. Peters Rec-Plex, St. Peters
November 9-10	50th MSHSAA Boys Soccer Championships (Class 1 & 2)	World Wide Technology Soccer Park, Fenton
November 16-17	50th MSHSAA Boys Soccer Championships (Class 3 & 4)	World Wide Technology Soccer Park, Fenton
November 24	31st MSHSAA 8-Man Football Championship (Show-Me Bowl 2018)	Farout Field, Columbia
November 24	51st MSHSAA Class 6 Football Championship (Show-Me Bowl 2018)	Farout Field, Columbia
November 30- December 1	51st MSHSAA Class 1-5 Football Championships (Show-Me Bowl 2018)	Farout Field, Columbia
February 14-16	89th MSHSAA Wrestling Championships	Mizzou Arena, Columbia
February 14-16	41st MSHSAA Girls Swimming & Diving Championships	City of St. Peters Rec-Plex, St. Peters
March 7-9	93rd MSHSAA Boys Basketball Championships (Class 1, 2, 3)	JQH Arena, Springfield
March 7-9	47th MSHSAA Girls Basketball Championships (Class 1, 2, 3)	JQH Arena, Springfield
March 14-16	93rd MSHSAA Boys Basketball Championships (Class 4, 5)	JQH Arena, Springfield
March 14-16	47th MSHSAA Girls Basketball Championships (Class 4, 5)	JQH Arena, Springfield
April 11-13	68th MSHSAA Speech, Debate & Drama Championships	Missouri State University campus, Springfield
Apr. 25-27	68th MSHSAA Music Festival	University of Missouri campus, Columbia
May 3-4	24th MSHSAA Scholar Bowl Championships	University of Missouri campus, Columbia
May 13-14	80th MSHSAA Boys Golf Championships	various sites @
May 17-18	6th MSHSAA Girls Spring Softball Championship	Killian Complex, Springfield
May 17-18	93rd MSHSAA Boys Track & Field Championships (Class 1, 2)	Adkins Stadium, Jefferson City
May 17-18	45th MSHSAA Girls Track & Field Championships (Class 1, 2)	Adkins Stadium, Jefferson City
May 23-25	91st MSHSAA Boys Tennis Championships	Cooper Tennis Complex, Springfield
May 24-25	93rd MSHSAA Boys Track & Field Championships (Class 3, 4, 5)	Adkins Stadium, Jefferson City
May 24-25	45th MSHSAA Girls Track & Field Championships (Class 3, 4, 5)	Adkins Stadium, Jefferson City
May 27-June 1	70th MSHSAA Baseball Championships	CarShield Field, O'Fallon
May 29-June 1	34th MSHSAA Girls Soccer Championships	Swope Park, Kansas City

**Dates and sites are subject to change due to weather and other site considerations.**

**Please visit the MSHSAA website ([www.mshsaa.org](http://www.mshsaa.org)) for the latest information, tournament brackets, results and media information regarding the 2018-19 MSHSAA Championships.**

(\$) Class 1 - Mzingo Lake Golf Course, Maryville; Class 2 - Swope Memorial Golf Course, Kansas City

(@) Class 1 - Sedalia Country Club, Sedalia; Class 2 - Rivercut Golf Club, Springfield;  
Class 3 - Columbia Country Club, Columbia; Class 4 - Silo Ridge Golf & Country Club, Bolivar

There will be 77 team championships and 260 individual or relay championships, awarded in 23 activities this school year.



## Media Coverage & High School Sports - What Is Expected?

One of the catch phrases for those of us involved in administering high school activities is "nothing brings communities together like high school sports."

Where else do you see such a diverse group of people of different ages, income levels, races, religions and political ideologies come together to root for a common cause. Whether they wear boots, Birkenstocks or wing tips, an entire community can rally around a high school program like little else.

Those of you who have ever called a coffee shop on a Saturday morning to get a Friday night football score you missed know this exact feeling. The entire town knows the final score and how many yards the school's star player collected.

All that enthusiasm is good, and it often adds some spark to communities that otherwise wouldn't have a great deal to get excited about. As a reporter, that enthusiasm makes your job easier. The crowd roars, and you write about what made them roar. A slam dunk brings down the house, and you have an instant highlight for the 10 o'clock news. It's a vicarious relationship between you and the community that draws you into the excitement.

We all know how much fun it can be to cover a winning team. Fans know you by name, the trips to away games don't seem nearly as long as they did before, and the players and coaches start to feel comfortable around you. In fact, sometimes you become so close to the coaches and players that they start telling you things "off the record" or letting you listen to strategy sessions. Your reward for committed coverage becomes open access to the program.

But, since only a few teams will win state championship trophies this year, we also know that most of those amazing teams have their seasons end in disappointment. It's human nature to feel a little bit of that disappointment when the team you've covered all year finds its dream season suddenly end in the playoffs.

That's when the expectations of you as a sports reporter must rise to the level of your profession and when you must have a firm grasp of the purpose of high school sports.

The first expectation is that you understand exactly what high school sports are. Yes, they are competitive, exciting and emotional contests, but most importantly, they are school-sponsored programs. Just as the marching band, the honor society and the yearbook staff provide educational opportunities beyond the confines of the classroom setting, so do the athletic programs. To overlook this very basic principle is to lose sight of the very reason interscholastic athletic programs exist.

Often the first opportunity young people have to handle adversity is through their experiences on a high school athletic team. How the adults around them react to those adverse situations can have a lasting effect on how the students handle similar situations later in life. The reaction or comments of a reporter may have just as much or more impact on a student as something said by a coach or parent -- good or bad.

For example, when a team's season ends on a controversial call, a player reading a newspaper headline the next day about how the ref "blew the call?" might carry that resentment and bitterness with him the rest of his life.

A game story or broadcast downplaying the controversy, but still accurately reporting the game's outcome, is much more conducive to the high school level of play and the impressionability of the students competing.

Clearly, a reporter has an obligation to tell the game story as he/she saw it, but how that story is presented can either enhance or hinder the learning process the game itself represents. Make no mistake, the power of the pen (or microphone) is mighty, and having the maturity and restraint to use that authority wisely and without emotional attachment will better define your personal character as well as that of your outlet.

The second expectation is that you have all the facts before you report. Misinformation, one-sided opinion pieces, or slanted editorials dealing with high school programs are counterproductive and generally

only serve to create ill will, promote poor sportsmanship and perpetuate ignorance.

There have been countless times people have read or listened to mistake-ridden editorials about various high school athletic issues. In nearly every case, the columnist or broadcaster -- out of fear or indifference -- never bothered to check his/her facts, do 15 minutes of research or simply make a phone call to the school or MSHSAA office to get more details.

Though it's doubtful these same reporters would forget to check facts on a city council issue or seek out controversy about the FFA regional competition or class officer elections, they are all too anxious to find fault with high school athletes, coaches, administrators, policies, rules, playoff formats or other issues.

That approach nearly always causes negative and often costly ramifications for students and schools when an unbalanced or controversial report is released. At the very least, these types of stories can create division in a school community, and generally have no place in the educational mission of the school.

Establish what is truly newsworthy, and get the facts. Being thorough, accurate and balanced in presenting both sides of an issue allows your audience the opportunity to make its own decision on the matter for themselves. You may not like the outcome of a school or state decision, but reporting the process and interviewing those on both sides of the issue will undoubtedly create a higher-quality product for your outlet than a smear piece or slanted editorial.

The final expectation is that you have fun in your dealings with high school students. In covering high school sports, you have front-row access to some of the world's greatest works in progress -- young people.

Watching a 17-year-old handle a job, college prep classes, practices, games, exams, dating, peer pressure, family obligations and still have time to volunteer at the local food bank or homeless shelter is something that will blow you away. Those stories seldom get told, but they're in every community.

Having that perspective going into a high school gym or stadium can help you meet these expectations and excel in providing quality coverage to the students in your community. Covering college and pro sports does not often afford you that opportunity, and you should relish this unique forum that we have.

## What's Inside

Media Expectations .....	1
MSHSAA Media Regulations & Event Procedures .....	2-5
MSHSAA Contact Information .....	5
Photography Guidelines .....	6-7
Credential Application Procedure .....	6
General Public Service Announcements .	8-11
Show-Me Bowl 8-Man PSA's.....	12
Show-Me Bowl PSA's.....	13
Show-Me Showdown PSA's .....	14
Radio Broadcast Agreement.....	15
TV Broadcast Agreement .....	16
Internet Broadcast Agreement.....	17
Credential Application Deadlines.....	Back

# 2018-19 MSHSAA Media Policies, Procedures and Guidelines

MSHSAA acknowledges the rights and responsibilities of bona fide media representatives as they cover and report on MSHSAA-sponsored activities. The Association and its member schools appreciate the interest generated by media coverage and the publicity given the achievements of our schools and student-athletes.

Reputable news-gathering organizations will understand the need for MSHSAA to have the following policies and procedures for media attending and covering MSHSAA tournament events.

Please note that the following policies apply only to competition conducted by MSHSAA member schools during the MSHSAA post-season tournament series.

## 1. MSHSAA General Championship Expectations

The MSHSAA Championships are a once-in-a-lifetime experience for most participants, and as such, MSHSAA and its site management personnel must demand stricter clearance and behavioral standards.

All credentials must be worn and displayed at all times and are nontransferable between/among individuals. Furthermore, those receiving credentials to the event are expected to represent their respective outlets in a working capacity while in the press areas, conducting themselves only in the strictest professional standards.

Media credentials for all MSHSAA competitions are **NON-transferable**. Only the person who is issued the credential, or whose name appears on the credential request, may use a media pass for admission, media room privileges, floor and field access or any other purpose. Under no circumstances will the transfer or borrowing of MSHSAA credentials be tolerated. Members of the media who do not abide by the media rules and regulations established at each MSHSAA tournament site, may have their credentials rescinded and may jeopardize their opportunity to secure credentials in the future.

All photographers and videographers are also expected to abide by event-specific guidelines, including policies regarding flash photography, sideline areas, photography locations, etc. *Sports editors: Please make sure you have covered these policies and professional standards with your photography personnel.*

***Absolutely no cheering, obscene language, verbal criticism of officials or other unprofessional behavior will be tolerated by any media representative at a MSHSAA-sponsored event.***

## 2. Restricted Areas and Procedures

The player and officials locker rooms, practice areas and dressing areas are closed to all media representatives at all times during any MSHSAA-sponsored activity. This restriction includes all photographers, student-media representatives and all news and feature reporters. This policy is in place to protect you and your outlet. It is the philosophy of MSHSAA and its member schools that minors in dressing areas do not mix with cameras and adult reporters, period. There are no exceptions to this rule at any time.

Please check with the host manager or athletic administrator for the specific interview area at each facility.

Likewise, game officials are restricted from issuing comments to the media before, during or after a contest. Any attempt to pursue an

official in the playing area, in the dressing areas or on the grounds of the event itself will be considered a violation of the conditions placed on the representative's/outlet's credentials. Rules interpretations may be sought through the site manager, media host or host athletic administrator only.

Please see the photography regulations portion of this publication for restricted photo areas.

Outlets may display only one banner at a tournament venue, and only on a space-available basis. Ideally, banners, when permitted, should be displayed at the station's origination location, and this banner may only be displayed while the outlet is originating. The banner may not display logos or names of advertisers sponsoring the outlet's origination.

Outlets are also reminded that athletic staff representatives of NCAA-member schools (All Divisions) are not to appear as commentators or guest interviews during high school athletic event broadcasts. This is a violation of NCAA rules, which could result in penalties to the NCAA school involved, or jeopardize the eligibility of the student-athletes participating in the game being originated.

## 3. Applying for Credentials

Each registered MSHSAA media outlet may request credentials for all MSHSAA District and State Championship Series (Sectionals, Quarterfinals, etc.) for all sports personnel meeting all of the following criteria:

- He or she is at least 18-years-old
- He or she is a full-time employee of your outlet, or he or she is a significant part-time employee who makes regular contributions to your publication or station
- He or she is attending the event in a working capacity
- He or she abides by professional behavior and MSHSAA regulations and standards at the event
- He or she agrees not to transfer credentials
- He or she is willing and able to present a valid photo ID to pick up credentials at the designated will-call location.

See item No. 14 for credential requests at the lead-up levels.

Newspapers should provide personnel verification with their application in the form of membership in the Missouri Press Association or previous articles (with byline) or photos (with photo credits) will also meet this requirement.

No credentials are necessary for speech & debate, music or Scholar Bowl.

***All outlets covering events at the MSHSAA Championship site (typically the "final four") should submit an official credential request through MSHSAA's online system no later than the designated deadline for each event. The online credential system can be accessed from the Media tab on the MSHSAA website at [www.mshsaa.org](http://www.mshsaa.org). The application window for credentials for each of the three seasons will be open for approximately two months for each season. Outlets will need to apply for each season.***

# 2018-19 MSHSAA Media Policies, Procedures and Guidelines

## 4. Credential Pickup and Event Entry

No credentials will be mailed in advance of the MSHSAA championships. A will-call location will be operated at each championship site.

Packets of working press credentials will be on file alphabetically by each person's last name. The company of the person(s) approved to pick up the credentials, as indicated on the request, will also be listed.

Photo Identification of all person(s) picking up credentials will be required, and the person(s) picking up credentials will be required to sign for receipt.

In your envelope, you will receive your working credential and any necessary event-specific guidelines. Your credential also serves as your admission pass to the venue. Please review the media guidelines before entering the venue. Proceed through the media entry gate and check-in with the media coordinator for further instructions.

Any representative who has not made advance arrangements for media credentials is not entitled to this privilege upon arrival. MSHSAA reserves the right to deny access to media areas to those individuals who have not properly applied for, verified and been granted credentials to a championship-level event.

## 5. Pre-event Information

Upon entering the media room or similar designated location, you will receive any relative tournament notes.

It is essential that you make an effort to find the media coordinator before taking your seat so that you can be informed of any last-minute changes or procedure changes.

## 6. Parking, Food, Drinks

With limited parking at most of the MSHSAA Championship venues, media-specific parking is only available at select venues.

Drink refreshments are available at some events when possible. All MSHSAA Championships have easily-accessible concession stands or vending areas, so be prepared to plan your food needs around the event itself.

## 7. Still and Video Photography

All photographers and videographers are reminded that their designated shooting areas at MSHSAA Championships are specifically laid out and should be strictly adhered to. Credentials must be worn and displayed at all times. There are events where a media armband will need to be worn in addition to the media credential. These armbands will be given upon check-in at the venue. Locker rooms (for teams and officials) and team bench areas are off limits at all events. Photography/videography on the field of play during the game is prohibited at all events. On-field photography is allowed only after the conclusion of the game (for medal presentations, celebration shots, etc.).

It is important that all outlets understand in advance that the images taken by their photographers and videographers at MSHSAA post-season events, by condition of the credentials, may be sold by the outlet only. No media representative is permitted to directly or indirectly market the sale of photography at the event site. Any organization found to be in violation of this policy may not be

considered for future credential requests. MSHSAA reserves the right to seek legal and/or monetary damages from violating organizations.

When using video of an event, outlets may use up to five (5) minutes of highlight footage in post-game coverage. Any video usage over the limit will be considered a broadcast and will carry the appropriate rights fee.

See the photography addendum for sport-specific guidelines.

## 8. Postgame Press Conferences & Interviews

At the MSHSAA Championships in football and basketball, a formal postgame press conference will take place in the interview room. In most instances, the winning coach will precede the losing coach. All immediate postgame interviews must take place in the interview room, with any one-on-ones taking place after the press conference.

Since the mission of MSHSAA is to promote sportsmanship, citizenship and respect from our high school students, we ask that you refrain from asking questions relating to officials' calls during the game or any unsportsmanlike act. Officials are not available for comment before, during or after any contest, and any rules clarification questions should be directed to the site manager, media host or host athletic administrator. At the championship site, the media coordinator will serve as the pool-journalist for any clarifications of official rulings.

Originating radio stations must make postgame interview arrangements before the game with both the MSHSAA media coordinator and the head coach. These interviews must take place during the 10-minute cooling-off period that begins at the final horn.

At all other events, media representatives will have immediate access to coaches and requested players for interviews after a mandatory 10-minute cooling off period. These interviews should take place away from the field of play (especially in softball and baseball where the playing field is needed for field preparations immediately after the game).

Any TV "stand-ups" with coaches and/or players must take place after the press conference. If no press conference is scheduled, interviews may be conducted outside the playing area or in a specified area away from the playing surface.

Prior arrangements with the site's media coordinator shall be made to help accommodate special requests.

Keep in mind that most high school student-athletes are minors and may not be comfortable answering sensitive questions (regarding poor performances, personal tragedies, coaching decisions, etc.). Please do your part to emphasize the positive aspects of the game.

## 9. Print Media

Credentials will be issued to all print media representatives who meet the criteria outlined in No. 1 & No. 3 above, and who will be working in a professional capacity. All other criteria regarding transfer of credentials, age requirements, credential deadlines, etc., will be strictly enforced.

Spouses, friends, and children of media representatives will not be issued credentials, unless they otherwise meet all the credential application criteria. Non-credentialed individuals (such as children, spouses, friends, co-workers, etc.) and are not allowed in the media areas (press room, press box, floor/field/deck level, etc.).

# 2018-19 MSHSAA Media Policies, Procedures and Guidelines

## 10. Student Media Policies

Each school qualifying for an MSHSAA-sponsored team championship event will be allowed three (3), student media credentials to gain access to the media area for the purpose of taking still photography, videography or writing news/feature stories. It is up to the school administrator to decide which students will be issued these credentials.

For MSHSAA-sponsored individual championship events, each qualifying school will be allowed two (2) credentials to be used by a writer, photographer or videographer (school's discretion).

Requests for student media credentials must be faxed or e-mailed to MSHSAA by the appropriate deadlines as other requests.

Press Row is reserved for media covering only games in progress. As soon as a media representative's team has completed its game, the student is expected to vacate the press row.

Media areas at all MSHSAA Championships are directed strictly in a professional manner. Any student who displays any unprofessional behavior will be asked to vacate the media area, and his actions will be reported to the school's media advisor and any on-site school administrators.

**No parents, faculty, photography companies or nonworking personnel shall be given a student media credential.**

## 11. Television Stations

Television stations must make prior arrangements with the MSHSAA media coordinator when setting up live remote or stand-up shots at all Championship events. We appreciate and encourage such shots, but want to ensure the easiest arrangements for all parties involved as well as facility restrictions and limitations. This will save everyone time and help alleviate potential snags with event security or any city-specific labor laws (i.e. City of St. Louis, etc.).

When submitting credential requests, please list the names of the person(s) covering the event to the best of your ability at the time of the deadline. We will print the person(s) name on the official credential. We understand that camera and on-air personnel may change due to last-minute assignment revisions. We are willing to make an exception to the credential transfer rule if we are made aware of the change at your earliest convenience.

For video broadcasts (District through Championships), please make prior arrangements with the site manager or media coordinator and have the appropriate rights fee paid before you go to the contest.

Live TV broadcasts carry substantial rights fees to be paid with the MSHSAA office no less than 15 days in advance of the event. A completed TV Broadcast Agreement is required for all MSHSAA event broadcasts beginning with the District Tournament, and a complete list of sponsors must be submitted and approved prior to the broadcast.

### Television Broadcast Fees

Television Broadcasts	Live	Delayed
All Levels/Classes (Non-final sites)	\$1500	\$750
All Levels/Classes (Championship sites)	\$3000*	\$1500*

*Delayed broadcasts must air 24 hours after the original game start time.  
\*If event is available for broadcast.*

## 12. Radio Stations

Rights fees for all Quarterfinal, Semifinal, Championship and Third-Place games should be paid no later than 48-hours in advance of each broadcast to the MSHSAA office. MSHSAA will make arrangements to have phone lines available at as many championships as possible. These lines are a privilege to conduct, produce and distribute quality and wholesome live entertainment from MSHSAA venues.

There is no radio broadcast rights fee for "over-the-air" stations prior to the Quarterfinal level.

A completed Radio Broadcast Agreement is required for all MSHSAA event broadcasts, and a complete list of sponsors must be submitted and approved prior to the broadcast.

Please see No. 8 above regarding postgame interview policies.

### Radio Broadcast Fees

Radio Broadcast	Quarterfinals/ Semifinals/Finals
8-Man/Class 1	\$25
Class 2	\$30
Class 3	\$35
Class 4	\$40
Class 5	\$45
Class 6	\$50

## 13. Internet Webcast

Outlets wishing to webcast games over the internet only must still pay a webcast fee. Media credentials may be requested provided the outlet is a Limited Liability Corporation or bona fide business registered to do business in the state of Missouri.

As with any broadcast, arrangements must be made in advance of the contest with the host site manager or media coordinator. Credentials will be issued based on space available.

The appropriate rights fee shall be paid to the MSHSAA office at least 48-hours prior to the contest to be broadcast. A completed Internet Webcast Agreement is required for all MSHSAA event webcast (District through State Finals), and a complete list of sponsors must be submitted and approved prior to the webcast.

### Internet Webcast Fees

Audio Webcasts	All-Levels	
8-Man/Class 1	\$25	
Class 2	\$30	
Class 3	\$35	
Class 4	\$40	
Class 5	\$45	
Class 6	\$50	
Video Webcasts	Live	Delayed
All Levels/Classes (Non-final sites)	\$500	\$250
All Levels/Classes (Championship sites)	\$1000*	\$500*

*Delayed broadcasts must air 24 hours after the original game start time.  
\*If event is available for video broadcast.*

## ■ 2018-19 MSHSAA Media Policies, Procedures and Guidelines

### 14. District, Sectional, Quarterfinal, & Local Site Guidelines

To receive credentials for MSHSAA District, Sectional and Quarterfinal contests (and Semifinal contests in football), please contact the site manager no less than 48 hours before the start of the tournament or contest. The site manager's phone number is available in the district assignment or brackets/results area of the MSHSAA web site (game information link). The local manager will then instruct you on any site-specific regulations or guidelines he or she may implement.

Absolutely no cheering, obscene language, criticism of officials or other unprofessional behavior will be tolerated by any media representative at any MSHSAA-sponsored event.

MSHSAA will honor only legitimate requests for credentials. Persons accompanying media personnel to the tournament/meet in the state series will be admitted to the facility only with a ticket of admission.

Press credentials shall be issued according to the following criteria:

**a. Originating Radio Stations-** In allocating space for radio stations approved in advance to originate live and/or tape delayed broadcast of the tournament/meet by the site manager (or MSHSAA Office where necessary) priority is given:

- 1) to the station(s) which cover the competing teams -- distributed equally per school
- 2) the station(s) representing the site of the host school
- 3) then to the stations which cover the geographic region involving the site and competing teams
- 4) and finally to other stations.

Stations which cover a team(s) more frequently during the regular season will have priority when all of the above criteria are the same. Assignment of best locations in the facility, too, shall be based upon priority outlined above. Allocation of space will be dependent upon the facility.

Stations approved to originate broadcasts and/or telecasts shall be provided weather-protected facilities if available.

**b. Originating Television Stations-** In allocating space for television stations approved in advance by the site manager and/or MSHSAA office to televise the complete activity (either live or tape delayed) priority is given:

- 1) to stations covering the competing teams
- 2) to the stations representing the host school
- 3) then to stations which cover the geographic region involving the competing schools and host site
- 4) and finally to other stations.

**c. All Other Media-** All other requests for credentials shall be honored, and seating shall be assigned based upon the following priority:

- 1) media covering the competing teams
- 2) media serving the site or host city of the meet
- 3) media covering the geographical region involving the host site and the competing teams
- 4) media representing the team(s) scheduled to meet the survivor of this level of state series competition at the next level in the series
- 5) and finally to all other media.

### 15. Affiliate Media Partner Program

For outlets wishing to pay rights fees for the entire academic year, there is the Affiliate Media Partner Program. For \$200 an entity could produce an audio only broadcast of any MSHSAA post-season event. For \$300 an entity could produce a video broadcast of any MSHSAA post-season event that is not covered by the MSHSAA production company.

The entity would still be responsible for filling out the appropriate broadcast agreement form and filing it with the site manager for the specific contest. The entity will still be responsible for a sponsor list, as well as a memo from the MSHSAA office stating its membership in the affiliate program.

The fee must be paid by Tuesday, October 3, 2017 in order for the outlet to be considered part of the affiliate program for the fall sports season and the remainder of the academic year.

A second deadline of Friday, February 9, 2018 will be for outlets wishing to participate in the program for winter and spring sports. The fee remains \$200 for audio and \$300 for video broadcasts.

Once the appropriate deadline has passed, no outlets will be granted "Affiliate" status. For example, an outlet calling on Oct. 28th will not be granted affiliate status for the remaining fall sports. Contests will be billed at the appropriate per-game rate. The same outlet may apply for affiliate status during the winter and spring sports seasons.

### 16. Late Fees For Credential Requests

For outlets wishing to request credentials after the posted deadline, may be subject to a late fee. For requests made after the deadline for the specific event, the fee is \$100. For requests made on the day of the event or during the event, the late fee is \$250.

## MSHSAA Communications Staff

**Communications Director**  
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## ■ MSHSAA General Photography Guidelines

The Missouri State High School Activities Association understands that quality action photographs are a vital part of the print media industry. Access to such shots is often determined by vantage point, lighting, facility, physical limitations, etc.

In the pursuit of that perfect shot, eager photographers often lose perspective of how their actions, location or lighting might affect the event they are covering. Indeed, a common ground between the two perspectives is often difficult. This page has been designed to further assist photographers, videographers, assignment editors and sports personnel in their coverage of high school sports. It should also serve to help school administrators, officials and game personnel in their planning of media accommodations at interscholastic events.

**General** - The most prominent factor in determining photography guidelines is safety. This includes the safety of the photographer, as well as the players, coaches and officials. Similarly, another highly-significant factor is the continuity of the contest itself without interruption or distraction. All policies that have been developed -- both by the NFHS and MSHSAA -- center on these two factors. There are also issues of privacy, event management and others which often are considered when guidelines are established.

Locker rooms are no place for cameras or media at the high school level. A vast majority of all high school participants are minor children who have the right to privacy in dressing facilities before and after competition. Team benches, dugouts and sideline areas are also off limits.

A common misconception is that camera flashes are not noticeable to an athlete in competition. Some sports have specific regulations (see below) with regard to flash photography, but in general, anytime the outcome of an event or the concentration of an athlete can be altered by a flash -- it should not be used (the start of a race, the "start" whistle in wrestling, a golf swing, a tennis serve, etc.). Flashes should never be aimed directly in the face of any competitor, regardless of the sport. Ceiling-mounted strobes are much less distracting than camera-mounted strobes and are preferred, when possible. Television flood or fill lights should never be aimed at the competition field/floor when the game is in progress. Game officials have the discretion to ask a photographer to change his vantage point if the official feels the players' ability to play without distraction is being jeopardized by the photographer's location or her camera flash. Game administrators and photographers should work together to make sure the players' comfort is never compromised.

For safety reasons, tripods should not be kept near the competition field/court at any time. Photographers should always respect the view of those who may be behind them (such as spectators at basketball, volleyball and wrestling events) during play.

Finally, when there is any doubt with regard to what access a photographer may have at a high school event, ask the host management for any site-specific policies or the best area from which to shoot action shots. Again, working in advance with the administration and officials can often prevent embarrassing situations once the contest has started.

**Baseball, Softball** - National Federation playing rules prohibit any photographer from entering the playing field (including foul ground) during play. This generally includes any area inside the fenced playing or "live ball" area. For softball only, photographers may enter the playing field and shoot from a deadball area that has been lined off in foul ground in advance. If the field has no such photography box, the playing field may not be entered (see NFHS Rule 1-2-3). Specific focus techniques allow for shooting outside a fenced area, and generally fence work beyond the dugouts is low enough to allow photographers a great vantage point without obstructions. Climbing atop dugouts, fences and scoreboards is highly discouraged and is prohibited during all postseason events. Team bench and dugout areas are restricted to team personnel only, unless a separate photographer's well is attached to either end of a team dugout.



## ■ MSHSAA General Photography Guidelines

**Basketball** - Camera and ceiling-mounted strobes are permitted for postseason games, if previously installed. However, flashes may not be used during any free throw situations or in the face of any competitor. Photographers should shoot from the baseline (right side of the goal as one faces the floor), and outside the lane areas and remain at least 3-feet from the baseline at all times.

**Football** - Per NFHS Rule 1-2-3d and Rule 2-26-8, all photographers and non-team personnel are to remain at least 6 feet from the sideline at all times, and are restricted from the team bench areas and coaching box (extends to each 25-yard line). Generally, flash photography poses no problems in football, but should be avoided before the snap of the ball to avoid a potential offside or encroachment penalty for either team.

**Soccer** - Photographers are to remain at least 7 feet from the sideline at all times, and are restricted from the team bench areas. Generally, flash photography poses no problems in soccer, but should be avoided during penalty kicks and any time a goal keeper's vision might be impaired by a flash. The endlines of the field can be used for photography, but only outside the box areas and at least 7 feet from the endline.

**Volleyball** - Flash photography is generally permitted in volleyball. Photographers should be aware of where the "playable" (live ball) area ends on each specific court, and remain outside that area at all times. Generally, the best vantage point for volleyball is the sideline opposite the team bench area and outside of the playable area. Distance is critical due to the potential for play to extend beyond the court boundaries.

**Track, Cross Country, Swimming** - Flashes should never be used at the start of a race, and any noisy camera mechanism (such as loud auto advance/rewind systems) should also be avoided to ensure a fair and clean start. Camera operators are to stay off the course, running track and bulkhead at all times. Photographers should never cross a running track or cross country course during the race itself, and deckside photographers in swimming should remain at least 3 feet from the edge of the pool at all times. For swimming, the starting area (behind the blocks) will be a restricted area where photography is not allowed.

**Wrestling** - Flash photography generally poses no problem, but should not be used before the official blows his whistle to start competition (from neutral or referee's positions). Photo personnel should remain at least 10 feet from the edge of the mat, and never sit on the mat itself.

**Tennis, Golf** - Competitors are usually very sensitive in these two sports with regard to being photographed during competition. If possible, shoot during warm-up or practice. Generally, the greater the distance between the photographer and the competitor, the less the chances of a potential confrontation. Tennis should be shot outside the fence or from an adjacent court, but never in a "live ball" area inside the fence of a competitor's court. Always shoot from behind or slightly-behind a golfer, and stay off the greens at all times.

## ■ MSHSAA Public Address Announcements (all sports)

### **MSHSAA PREGAME INTRODUCTION**

LADIES AND GENTLEMEN, GOOD EVENING AND WELCOME TO \_\_\_\_\_ FOR TONIGHT'S  
(high school)

CONTEST. AS THE HOSTS OF THIS GAME, LET'S WELCOME OUR GUESTS THIS EVENING -- THE  
\_\_\_\_\_ FROM \_\_\_\_\_! *(wait for audience applause)*  
(mascot) (high school)

LET'S WISH STUDENTS FROM BOTH SCHOOLS GOOD LUCK, AND WE ENCOURAGE ALL  
SPECTATORS AT TONIGHT'S GAME TO KEEP IN MIND THAT GOOD SPORTSMANSHIP IS EXPECTED AT  
\_\_\_\_\_, AS WE SET GOOD EXAMPLES FOR OUR STUDENTS, PLAYERS AND  
(name of venue)

YOUNGSTERS IN ATTENDANCE. *(continue with introduction of starting lineups, etc.) . . . .*

### **MSHSAA PREGAME INTRODUCTION**

LADIES AND GENTLEMEN, WELCOME TO \_\_\_\_\_, FOR TONIGHT'S CONTEST  
(name of venue)

BETWEEN THE VISITING \_\_\_\_\_ OF \_\_\_\_\_ AND YOUR  
(mascot) (high school)

AND YOUR \_\_\_\_\_ ... \_\_\_\_\_ IS A PROUD MEMBER  
(school and mascot) (high school)

OF THE MISSOURI STATE HIGH SCHOOL ACTIVITIES ASSOCIATION, AND WE REMIND ALL SPECTATORS  
THAT THIS GAME IS COMPETITIVE, BUT IT IS ALSO AN EDUCATIONAL EXPERIENCE FOR ALL PLAYERS AND  
STUDENTS. LET'S CONTINUE TO SHOW RESPECT AND SPORTSMANSHIP THROUGHOUT THIS CONTEST  
AND REFRAIN FROM NEGATIVE CHEERS, CHANTS OR BEHAVIOR. WE WELCOME OUR GUESTS FROM  
\_\_\_\_\_ AND WISH ALL PLAYERS GOOD LUCK IN TONIGHT'S GAME.  
(high school)

NOW LET'S MEET TONIGHT'S STARTING LINEUPS . . . .

### **ANNOUNCEMENT FOR USE DURING BREAKS IN THE GAME**

\_\_\_\_\_ REMINDS ALL FANS THAT WE ALL PLAY A ROLE IN THE  
(high school)

EDUCATION OF OUR STUDENTS. PARENTS, FANS AND PEOPLE IN THE COMMUNITY ALL SET AN  
EXAMPLE FOR STUDENTS -- WHETHER THEY ARE AWARE OF IT OR NOT. HELP REKINDLE THE SPIRIT  
OF CITIZENSHIP AND SET A POSITIVE EXAMPLE IN EVERYTHING YOU DO -- BOTH HERE AT THE GAME  
AND IN THE COMMUNITY. GOOD SPORTSMANSHIP IS WHAT SETS OUR SCHOOL APART!

**MSHSAA Public Address Announcements (all sports)**

**ANNOUNCEMENT FOR USE DURING BREAKS IN THE GAME**

FOLKS -- IN MISSOURI, GOOD SPORTSMANSHIP IS A HIGH SCHOOL TRADITION. WHETHER IT'S HERE OR ON THE ROAD, MAKE OUR SCHOOL, OUR COMMUNITY AND OUR STUDENTS PROUD BY DISPLAYING POSITIVE SPORTSMANSHIP. GOOD SPORTSMANSHIP AND POSITIVE CITIZENSHIP ARE VITAL IN THE DEVELOPMENT OF GOOD CITIZENS. \_\_\_\_\_ GLADLY WELCOMES  
(high school)

THE CHALLENGE OF BEING A LEADER IN SPORTSMANSHIP AND IN CONTINUING A PROUD TRADITION.

**ANNOUNCEMENT FOR USE DURING BREAKS IN THE GAME**

WE ALL KNOW THAT OUR SCHOOL IS ONE OF THE BEST IN THE STATE. WE'VE PROVEN IT WITH OUR TEAMS ON THE FIELD AND WITH OUR CLASSROOM PERFORMANCES OFF THE FIELD. WE ASK ALL SPECTATORS AT THIS GAME TO HELP CONTINUE THAT PROUD TRADITION BY SHOWING GOOD SPORTSMANSHIP THROUGHOUT THIS CONTEST. LET'S MAKE OUR VISITORS FEEL WELCOME AND GIVE OUR OFFICIALS THE RESPECT THEY DESERVE FOR DOING A DIFFICULT JOB. BEING ONE OF THE STATE'S BEST SCHOOLS IS NOT EASY, BUT WITH FANS LIKE YOU TO SET EXAMPLES OF GOOD SPORTSMANSHIP, OUR PROUD TRADITION HERE AT \_\_\_\_\_ IS  
(high school)

GUARANTEED TO CONTINUE FOR YEARS TO COME!

**ANNOUNCEMENT FOR USE DURING BREAKS NEAR THE END OF THE GAME**

FANS ARE REMINDED THAT ENTERING THE PLAYING FIELD (COURT) AT ANYTIME IS NOT PERMITTED. YOUR COOPERATION IS APPRECIATED. WE ALSO APPRECIATE ALL FANS WHO MADE OUR SCHOOL PROUD WITH GOOD SPORTSMANSHIP THROUGHOUT THIS GAME. WE ASK THAT ALL SPECTATORS CONTINUE TO DISPLAY GOOD SPORTSMANSHIP EVEN AFTER TONIGHT'S GAME IS OVER. THANK YOU AND PLEASE RETURN TO \_\_\_\_\_ FOR OUR NEXT GAME ON  
(name of venue)

\_\_\_\_\_ AT \_\_\_\_\_  
(Date) (time)

## ■ **MSHSAA PSA SCRIPTS (all sports)**

### **MSHSAA PSA ANNOUNCEMENT** — 30 SECONDS

TONIGHT'S GAME IS NOT ONLY A COMPETITIVE CONTEST BETWEEN THESE TWO SCHOOLS, BUT IT'S ALSO AN EDUCATIONAL EXPERIENCE FOR THE STUDENTS INVOLVED. BECAUSE HIGH SCHOOL ACTIVITIES ARE ABOUT LEARNING LIFE VALUES, YOUR FRIENDS AT \_\_\_\_\_ AND THE MISSOURI STATE HIGH SCHOOL ACTIVITIES ASSOCIATION REMIND EVERYONE TO DO THEIR PART IN KEEPING OUR HOMETOWN SPORTS A POSITIVE EXPERIENCE FOR EVERYONE. WHEN YOU ATTEND YOUR NEXT GAME, DO YOUR PART TO HELP REKINDLE THE SPIRIT OF CITIZENSHIP BY SHOWING GOOD SPORTSMANSHIP. YOU'LL BE TEACHING A POSITIVE LESSON AND YOU'LL BE PRESERVING A PROUD TRADITION IN THE STATE OF MISSOURI.

### **MSHSAA PSA ANNOUNCEMENT** — 30 SECONDS

WHETHER ITS BALLS AND STRIKES, FOULS OR FLAGS, YOUR REFEREES AND GAME OFFICIALS ARE A VITAL PART OF HIGH SCHOOL ATHLETICS. IF YOU'VE EVER TRIED YOUR HAND AT OFFICIATING, YOU KNOW HOW HARD THESE MEN AND WOMEN WORK, AND YOU CERTAINLY KNOW THAT THEY WOULD NEVER MISS A CALL INTENTIONALLY. KEEP THESE THINGS IN MIND AS YOU ATTEND SPORTING EVENTS. AFTER ALL, RESPECTING OFFICIALS AND AUTHORITY FIGURES IS ONE OF THE MOST VALUABLE LESSONS THAT WE CAN TEACH OUR STUDENTS. THIS MESSAGE HAS BEEN BROUGHT TO YOU BY YOUR FRIENDS AT \_\_\_\_\_ AND THE MISSOURI STATE HIGH SCHOOL ACTIVITIES ASSOCIATION.

### **MSHSAA PSA ANNOUNCEMENT** — 30 SECONDS

ROLE MODELS ARE MORE IMPORTANT THAN EVER IN TODAY'S SOCIETY. YOU CAN SERVE AS A ROLE MODEL FOR OTHERS THE NEXT TIME YOU DISPLAY GOOD SPORTSMANSHIP AT A HIGH SCHOOL ATHLETIC EVENT. GOOD SPORTS ARE WINNERS AND ARE ALSO VITAL TO PRESERVING OUR FINE SPORTS TRADITIONS. SO THE NEXT TIME YOU ATTEND A SPORTING EVENT, REMEMBER TO BE A GOOD SPORT AND HELP REKINDLE THE SPIRIT OF CITIZENSHIP! THIS MESSAGE WAS BROUGHT TO YOU BY YOUR FRIENDS AT THE MISSOURI STATE HIGH SCHOOL ACTIVITIES ASSOCIATION AND \_\_\_\_\_.

## ■ **MSHSAA PSA SCRIPTS (all sports)**

### **MSHSAA PSA ANNOUNCEMENT** — 30 SECONDS

FANS, WHEN YOU ATTEND A HIGH SCHOOL GAME, DO YOU STAND AT ATTENTION DURING THE NATIONAL ANTHEM? DO YOU CHEER A GOOD PLAY BY THE OPPOSING TEAM? IF YOUR TEAM LOSES, DO YOU TAKE IT WELL IN STRIDE? IF YOU ANSWERED 'YES' TO ANY OF THOSE QUESTIONS, YOU ARE SHOWING POSITIVE EXAMPLES OF SPORTSMANSHIP. DON'T FORGET THAT WHEN YOU ATTEND HIGH SCHOOL EVENTS, YOUNG EYES ARE WATCHING YOU FOR EXAMPLES OF ACCEPTABLE BEHAVIOR. BY MAKING A CONSCIOUS EFFORT, YOU'LL BE HELPING OUR STUDENTS GROW INTO BETTER CITIZENS. THIS MESSAGE WAS BROUGHT TO YOU BY YOUR FRIENDS AT THE MISSOURI STATE HIGH SCHOOL ACTIVITIES ASSOCIATION AND \_\_\_\_\_.

### **MSHSAA PSA ANNOUNCEMENT** — 30 SECONDS

THE SCORE OF ANY ATHLETIC EVENT IS GENERALLY FORGOTTEN OVER TIME, BUT THE ACTIONS OF PLAYERS, COACHES AND SPECTATORS LEAVE LASTING IMPRESSIONS. THE NEXT TIME YOU ATTEND A HIGH SCHOOL GAME, THINK OF HOW HISTORY WILL REMEMBER YOU. CHOOSE GOOD SPORTSMANSHIP AND HELP REKINDLE THE SPIRIT OF CITIZENSHIP. REMEMBER, THE LESSONS YOU TEACH TODAY WILL HELP DEVELOP BETTER CITIZENS IN OUR COMMUNITIES FOR TOMORROW. THIS MESSAGE WAS BROUGHT TO YOU BY YOUR FRIENDS AT THE MISSOURI STATE HIGH SCHOOL ACTIVITIES ASSOCIATION AND \_\_\_\_\_.

## ■ 2018 8-Man Football Championship Spots

### **GUIDELINES:**

- \* Read any combination of two during all MSHSAA 8-Man semifinal games
- \* Read on-air during regular station broadcasts the three days preceding the event

### **8-MAN SHOW-ME BOWL ANNOUNCEMENTS FOR BROADCASTS**

THIS IS \_\_\_\_\_ REMINDING YOU ABOUT SHOW-ME BOWL 2018. YOU  
(name of announcer)

WILL SEE THIS YEAR'S FINALISTS IN 8-MAN HIGH SCHOOL FOOTBALL GOING FOR THE STATE CHAMPIONSHIP. SHOW-ME BOWL 2016 WILL BE HELD NOVEMBER 24th AT FAUROT FIELD IN COLUMBIA. SEE HIGH SCHOOL FOOTBALL ACTION AT ITS BEST — SHOW-ME BOWL 2018 — BY MAKING THE TRIP TO COLUMBIA, NOVEMBER 24th. FOR MORE INFORMATION, LOG ONTO MSHSAA.ORG OR GET TICKET INFORMATION FROM YOUR LOCAL HIGH SCHOOL AND MSHSAA (mish-UH).

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### **8-MAN SHOW-ME BOWL ANNOUNCEMENTS FOR BROADCASTS**

THIS IS \_\_\_\_\_ REMINDING YOU THAT SHOW-ME BOWL 2018 WILL BE  
(name of announcer)

HELD NOVEMBER 24th AT FAUROT FIELD IN COLUMBIA. THE FINALISTS IN THE 8-MAN CLASSIFICATION WILL MEET FOR THE STATE CHAMPIONSHIP ON THE 24th. FOR TICKET INFORMATION CONTACT YOUR LOCAL HIGH SCHOOL OR THE MISSOURI STATE HIGH SCHOOL ACTIVITIES ASSOCIATION. YOU CAN ALSO LOG ONTO MSHSAA.ORG ON THE NET FOR ALL THE INFORMATION ON SHOW-ME BOWL 2018 — NOVEMBER 24th IN COLUMBIA.

\*\*\*\*\*

### **8-MAN SHOW-ME BOWL ANNOUNCEMENTS FOR BROADCASTS**

FOOTBALL FANS, WEEKLY HIGH SCHOOL FOOTBALL GAMES ALL LEAD TO ONE PLACE — FAUROT FIELD AND SHOW-ME BOWL 2018. THE 8-MAN STATE FOOTBALL CHAMPIONSHIP WILL BE PLAYED AT FAUROT FIELD IN COLUMBIA ON NOVEMBER 24th. IT'LL BE THE FINALISTS IN THE 8-MAN CLASSIFICATION MEETING FOR THE 31st ANNUAL CHAMPIONSHIP. SO, MAKE PLANS NOW TO ATTEND. SEE HIGH SCHOOL FOOTBALL ACTION AT ITS FINEST -- AND FASTEST — AT 8-MAN SHOW-ME BOWL 2018. FOR TICKET INFORMATION CONTACT YOUR LOCAL HIGH SCHOOL, MSHSAA (mish-UH) . . . OR LOG ONTO WWW.MSHSAA.ORG!!!!

## ■ 2017 Show-Me Bowl Football Spots

### **GUIDELINES:**

- \* Read any combination of two during all MSHSAA Sectional, Quarterfinal & Semifinal games
- \* Read on-air during regular station broadcasts the three days preceding the Finals (Nov. 24-25)

### **SHOW-ME BOWL ANNOUNCEMENTS FOR BROADCASTS (Classes 1-5):**

THIS IS \_\_\_\_\_ REMINDING YOU ABOUT SHOW-ME BOWL 2017. YOU  
(name of announcer)

WILL SEE THIS YEAR'S FINALISTS IN CLASS 1 THROUGH CLASS 5 GOING FOR STATE CHAMPIONSHIPS IN THE COMFORT OF FAUROT FIELD IN COLUMBIA. THIS YEAR'S MSHSAA (mish-ah) SHOW-ME BOWL WILL TAKE PLACE NOVEMBER 30th and DECEMBER 1st. TO SEE HIGH SCHOOL FOOTBALL ACTION AT ITS BEST — IT'S SHOW-ME BOWL 2018 — NOVEMBER 30th and DECEMBER 1st. FOR MORE INFORMATION, LOG ONTO MSHSAA.ORG. TICKET INFORMATION IS AVAILABLE BY CONTACTING YOUR LOCAL HIGH SCHOOL OR CALLING MSHSAA (mish-UH)

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### **SHOW-ME BOWL ANNOUNCEMENTS FOR BROADCASTS (8-man & Class 6):**

FOOTBALL FANS, SHOW-ME BOWL 2018 WILL BE HELD NOVEMBER 24th AT FAUROT FIELD IN COLUMBIA. THE FINAL TWO TEAMS IN 8-MAN AND CLASS 6 WILL COLLIDE FOR THE STATE CHAMPIONSHIPS ON SATURDAY. THE PINNACLE OF HIGH SCHOOL FOOTBALL IN MISSOURI IS SHOW-ME BOWL 2018! FOR TICKET INFORMATION CONTACT YOUR LOCAL HIGH SCHOOL OR CALL MSHSAA (mish-UH). FOLLOW THE PLAYOFFS ON LINE AT MSHSAA.ORG. IT'S SHOW-ME BOWL 2018 — NOVEMBER 24th IN THE COMFORT OF FAUROT FIELD IN COLUMBIA.

\*\*\*\*\*

### **SHOW-ME BOWL ANNOUNCEMENTS FOR BROADCASTS:**

IT'S HARD-HITTING, HEART-POUNGING EXCITEMENT. IT'S COMMUNITY VS. COMMUNITY AND SCHOOL AGAINST SCHOOL. THE NO. 1 HIGH SCHOOL FOOTBALL EVENT IN THE STATE . . . WE'RE TALKING ABOUT THE 2018 MSHSAA (mish-uh) SHOW-ME BOWL. THIS YEAR'S FOOTBALL CHAMPIONSHIPS FEATURE SEVEN GAMES NOVEMBER 24th, 30th and DECEMBER 1st, AND IT IS THE PINNACLE OF MISSOURI HIGH SCHOOL FOOTBALL. GET YOUR TICKETS TODAY AND BE A PART OF THE ACTION. FOR MORE INFORMATION, LOG ONTO MSHSAA.ORG OR CONTACT ONE OF THE SCHOOL'S INVOLVED IN TODAY'S GAME. WE'LL SEE YOU AT SHOW-ME BOWL 2018!!!

## ■ 2019 Show-Me Showdown Basketball Spots

### **GUIDELINES:**

- \* Read any combination during all MSHSAA District, Sectional, Quarterfinal & Semifinal games
- \* Read on-air during regular station broadcasts the three days preceding the Finals

### **MSHSAA SPOT ANNOUNCEMENT - Class 1, Class 2 and Class 3 Basketball**

HIGH SCHOOL HOOPS! TONIGHT'S GAME LEADS TO THE SHOW-ME STATE'S BASKETBALL PINNACLE -- SHOW-ME SHOWDOWN 2019! THIS YEAR'S CLASS 1, 2 AND 3 BOYS AND GIRLS BASKETBALL CHAMPIONSHIPS WILL BE HELD MARCH 7TH, 8TH, AND 9TH AT THE JQH ARENA AND HISTORIC HAMMONDS CENTER ON THE CAMPUS OF MISSOURI STATE UNIVERSITY IN SPRINGFIELD. SEE WHAT MARCH MAYHEM IS ALL ABOUT AT SHOW-ME SHOWDOWN 2019!! FOR GAME INFORMATION LOG ON TO MSHSAA.ORG . . .

### **MSHSAA SPOT ANNOUNCEMENT - Class 4 and Class 5 Basketball**

SHOW-ME SHOWDOWN 2019! THE SHOW-ME STATE IS IN THE GRIPS OF BASKETBALL FEVER, AND THE MSHSAA (*MISH-UH*) BASKETBALL CHAMPIONSHIPS! THIS YEAR'S CLASS 4 AND 5 BOYS AND GIRLS CHAMPIONSHIPS WILL BE DECIDED MARCH 14TH, 15TH, AND 16TH AT THE JQH ARENA ON THE CAMPUS OF MISSOURI STATE UNIVERSITY IN SPRINGFIELD. FOR GAME INFORMATION LOG ON TO MSHSAA.ORG

## ■ 2019 Basketball Playoff Broadcast PSA's

### **GUIDELINES:**

- \* Read any combination of two during all MSHSAA playoff games.

### **MSHSAA ANNOUNCEMENTS - OFFICIALS THANKS**

TAKE THE RESPONSIBILITY FOR TEACHING STUDENTS THAT ANY COMPETITION, NO MATTER WHAT IT IS, MUST BE PLAYED WITHIN THE RULES. OFFICIALS OF ANY GAME OR CONTEST ARE NEVER GIVEN ENOUGH THANKS, AND THE EFFORTS OF THE OFFICIALS ACCOUNT FOR THE FAIRNESS OF THE COMPETITION. TO OUR MISSOURI HIGH SCHOOL OFFICIALS . . . THANK YOU FOR A JOB WELL DONE. THE PRECEDING MESSAGE WAS BROUGHT TO YOU BY YOUR FRIENDS AT THE MISSOURI STATE HIGH SCHOOL ACTIVITIES ASSOCIATION . . . AND \_\_\_\_\_ RADIO.

### **MSHSAA SPOT ANNOUNCEMENT - SPORTSMANSHIP**

GOOD SPORTSMANSHIP ISN'T SOMETHING THAT JUST HAPPENS, IT'S TAUGHT. . . AS A PART OF OUR HIGH SCHOOL ACTIVITIES PROGRAM. IN MISSOURI, GOOD SPORTSMANSHIP HAS BECOME A TRADITION WITH OUR HIGH SCHOOL COACHES, ATHLETES AND FANS. RESPECT BY EVERYONE HELPS MAKE THAT HAPPEN. WE AT \_\_\_\_\_ RADIO ENCOURAGE YOU TO HELP US CONTINUE A GREAT MISSOURI TRADITION THAT'S PRACTICED BOTH IN SMALL TOWNS AND BIG CITIES . . . GOOD SPORTSMANSHIP!! THE PRECEDING MESSAGE WAS BROUGHT TO YOU BY YOUR FRIENDS AT THE MISSOURI STATE HIGH SCHOOL ACTIVITIES ASSOCIATION . . . AND \_\_\_\_\_ RADIO.





Station: \_\_\_\_\_ Business Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Announcer(s) for this Game: \_\_\_\_\_

Sport: \_\_\_\_\_ Boys \_\_\_\_\_ Girls \_\_\_\_\_ Level: **Class** 1 2 3 4 5 6 8M

Site: \_\_\_\_\_ Date: \_\_\_\_\_

Participating Team: \_\_\_\_\_ Participating Team: \_\_\_\_\_

By my signature below, I enter into this agreement whereby broadcast rights involving the above stated schools at the above stated site of the MSHSAA's District, Regional, Sectional, Quarterfinal, Semifinal or Championship tournament game are granted, with the following requirements:

- Rights fees to be paid to the Missouri State High School Activities Association for each contest to be broadcast (Quarterfinal through Championship); and that the total sum is submitted with this agreement. ***No fee is charged for District or Sectional level contests for "over-the-air" stations. All fees must be paid to MSHSAA office in advance of the broadcast. No payments will be accepted on site.***

<b>8-Man</b> - \$25 ____	<b>Class 4</b> - \$40 ____
<b>Class 1</b> - \$25 ____	<b>Class 5</b> - \$45 ____
<b>Class 2</b> - \$30 ____	<b>Class 6</b> - \$50 ____
<b>Class 3</b> - \$35 ____	

*\*Note: For Class 6 and 8-man Football, the quarterfinal round (Week 12) occurs during the district championship game and will carry a rights fee. In volleyball, the quarterfinal level of the series occurs in conjunction with the sectional round, in these cases a broadcast fee will be applicable.*

- If the carrier is also doing an over-the air broadcast, Internet Audio Simulcasts do not carry a rights fee. \_\_\_\_\_  
(Station Name/Website)
- That the company provide competent and professional-like announcers and broadcasting; and that no dramatization shall be made of any unsportsmanlike conduct, incidents or displays on the part of the participants or fans.
- That the station will run two public service spot announcements provided by the MSHSAA during each broadcast.
- That the station give advance publicity to the event for the three days preceding the event and that the advance publicity shall contain information on contestants, contest date, contest time, contest site, and all ticket prices.
- That no individual or organization be permitted to sponsor or advertise any or all of the broadcast for the purpose of advertising alcoholic beverages, tobacco, lotteries, gambling locations, adult services or products, or any other product which is contrary to the principles of good athletic training or interscholastic endeavors.
- That the station requesting broadcast rights provides a list of the broadcast's sponsors and advertisers to the tournament manager before the broadcast.
- That the MSHSAA Board of Directors reserves the right to revoke the broadcasting rights and/or discontinue the broadcast at any time in the event previous broadcasting by that station is considered to have been in poor taste or incompatible with the educational values of the Missouri State High School Activities Association.
- That this agreement is for over-the-air broadcast rights only. Any reproduction or copy of this broadcast shall not be sold or distributed without prior written consent of the Missouri State High School Activities Association.

#### SPONSOR LIST

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
Station Representative

Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
MSHSAA Representative (Site Manager)

**NOTE:** This agreement form in no way serves as a pass, a request for a pass, or a confirmation of working and/or broadcasting space. Arrangements for passes as well as working or broadcasting space must be made separately with the site manager.

MISSOURI STATE HIGH SCHOOL ACTIVITIES ASSOCIATION
P.O. Box 1328, Columbia, MO 65205-1328, (573) 875-4880
TELEVISION BROADCAST AGREEMENT



Station/Company: \_\_\_\_\_ Business Phone: (\_\_\_\_) \_\_\_\_\_ Fax (\_\_\_\_) \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Announcer(s) for this Game: \_\_\_\_\_

Sport: \_\_\_\_\_ Boys \_\_\_\_\_ Girls \_\_\_\_\_ Class: 8-man 1 2 3 4 5 6

Site: \_\_\_\_\_ Date: \_\_\_\_\_

Participating Team: \_\_\_\_\_ Participating Team: \_\_\_\_\_

By my signature below, I enter into this agreement whereby broadcast rights involving the above stated schools at the above stated site of the MSHSAA's District, Regional, Sectional, Quarterfinal, Semifinal or Championship tournament game are granted, with the following requirements:

1. That the appropriate fee (see schedule below) was paid to the Missouri State High School Activities Association office for each contest to be telecast (District through Finals); and that the total sum is submitted in advance with this agreement. Please check the appropriate fee

\_\_\_\_\_ Delayed Broadcast - Non-Championship Site (\$750) \_\_\_\_\_ Live Broadcast - Non-Championship Site (\$1500)

\_\_\_\_\_ Delayed Broadcast - Championship Site (\$1500) \_\_\_\_\_ Live Broadcast - Championship Site (\$3000)

NOTES: For the purposes of this agreement, a delayed broadcast does not begin less than 24-hours after the start of the contest.

- 2. That the station/production company will provide a copy of the final game broadcast (in DVD format) to the MSHSAA office, and that the official MSHSAA logo be used in the open and close of each broadcast.
3. That the company provide competent and professional-like announcers and broadcasting; and that no dramatization shall be made of any unsportsmanlike conduct, incidents or displays on the part of the participants or fans.
4. That the company will run two pre-produced public service announcements -- provided by the MSHSAA office-- during each broadcast.
5. That the company give advance publicity to the actual live event for the three days preceding the event and that the advance publicity shall contain information on contestants, contest date, contest time, contest site, and all ticket prices.
6. That no individual or organization be permitted to sponsor any or advertise all of the broadcast for the purpose of advertising alcoholic beverages, tobacco, lotteries, gambling locations, adult services or products, or any other product which is contrary to the principles of good athletic training or interscholastic endeavors.
7. That a list of all sponsors be submitted with this agreement for approval in advance of the telecast.
8. That the MSHSAA reserves the right to discontinue this agreement at any time in the event previous broadcasting by said entity is considered to have been in poor taste or incompatible with the educational values of the Missouri State High School Activities Association, or in the event any of these stipulations are violated or any aspects of the company's broadcast are considered to be in poor taste.
9. Any reproduction or copy of this telecast shall not be sold or distributed without prior written consent of the MSHSAA. Live broadcasts must be approved 48 hours in advance by the Missouri State High School Activities Association.

SPONSOR LIST

Blank lines for entering sponsor information.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_
Station Representative

Signature: \_\_\_\_\_ Date: \_\_\_\_\_
MSHSAA Representative (Site Manager)

NOTE: This agreement form in no way serves as a pass, a request for a pass, or a confirmation of working and/or broadcasting space. Arrangements for passes as well as working or broadcasting space must be made separately with the site manager.

For further information contact the MSHSAA Communications Director at the above address and phone number.



Station/Company: \_\_\_\_\_ Business Phone: (\_\_\_\_) \_\_\_\_\_ Fax: (\_\_\_\_) \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Announcer(s) for this Game: \_\_\_\_\_

Sport: \_\_\_\_\_ Boys \_\_\_\_\_ Girls \_\_\_\_\_ Class: 8-man 1 2 3 4 5 6

Site: \_\_\_\_\_ Date: \_\_\_\_\_

Participating Team: \_\_\_\_\_ Participating Team: \_\_\_\_\_

By my signature below, I enter into this agreement whereby broadcast rights involving the above stated schools at the above stated site of the MSHSAA's District, Regional, Sectional, Quarterfinal, Semifinal or Championship tournament game are granted, with the following requirements:

- That the appropriate fee (see schedule below) was paid to the Missouri State High School Activities Association for each contest to be broadcast (District through Finals); and that the total sum was submitted in advance with this agreement.  
*\*Note: For Class 6 and 8-man Football, the quarterfinal round (Week 12) occurs during the district championship game and will carry a rights fee. In volleyball, the quarterfinal level of the series occurs in conjunction with the sectional round, in these cases a broadcast fee will be applicable.*

**Audio Webcasts (check one - pay the appropriate fee in advance)**

- |                              |                              |                              |
|------------------------------|------------------------------|------------------------------|
| _____ 8-Man Webcast (\$25)   | _____ Class 1 Webcast (\$25) | _____ Class 2 Webcast (\$30) |
| _____ Class 3 Webcast (\$35) | _____ Class 4 Webcast (\$40) | _____ Class 5 Webcast (\$45) |
|                              | _____ Class 6 Webcast (\$50) |                              |

**Video Webcasts (check one - pay the appropriate fee in advance)**

- |   |  |
|---|--|
| _____ Delayed Webcast - Non-Championship Site (\$250) | _____ Live Webcast - Non-Championship Site (\$500) |
| _____ Delayed Webcast - Championship Site (\$500)     | _____ Live Webcast - Championship Site (\$1000)    |

*NOTES: For the purposes of this agreement, a delayed webcast does not begin less than 24-hours after the start of the contest. Any station which "simulcasts" its signal over the internet is not subject to both the internet rights fee and radio/TV broadcast rights fee, only one fee will be charged.*

- That the station/production company will provide a copy of the final game video webcast in DVD format to the MSHSAA office. The official MSHSAA logo is to be used in the open and close of each webcast. The name "MSHSAA" and/or the official logo shall also be used in all score and statistical graphics.
- That the company provide competent and professional-like announcers and broadcasting; and that no dramatization shall be made of any unsportsmanlike conduct, incidents or displays on the part of the participants or fans.
- That the company will run two pre-produced public service announcements -- provided by the MSHSAA office -- during each webcast.
- That the company give advance publicity to the actual live event for the three days preceding the event and that the advance publicity shall contain information on contestants, contest date, contest time, contest site, and all ticket prices.
- That no individual or organization be permitted to sponsor or advertise any or all of the webcast for the purpose of advertising alcoholic beverages, tobacco, lotteries, gambling locations, adult services or products, or any other product which is contrary to the principles of good athletic training or interscholastic endeavors.
- That a list of all sponsors on all televising stations be submitted with this agreement for approval in advance of the telecast.
- That the delayed webcast is to be aired not less than 24 hours following the scheduled game time, and that the telecast not conflict with other scheduled MSHSAA athletic events (except for those companies which pay in advance for the rights to carry a live webcast).
- That the MSHSAA reserves the right to discontinue this agreement at any time in the event previous webcasting by that entity is considered to have been in poor taste or incompatible with the educational values of the Missouri State High School Activities Association, or in the event any of these stipulations are violated or any aspects of the company's broadcast are considered to be in poor tasted.
- Any reproduction or copy of this telecast shall not be sold or distributed without prior written consent of the MSHSAA. Live webcasts (video or audio) must be approved at least 48-hours in advance of the event by the Missouri State High School Activities Association.

**SPONSOR LIST**

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
*Station Representative*

Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
*MSHSAA Representative (Site Manager)*

**NOTE:** This agreement form in no way serves as a pass, a request for a pass, or a confirmation of working and/or broadcasting space. Arrangements for passes as well as working or broadcasting space must be made separately with the site manager.

# MSHSAA Championship Credential Request Deadlines

Championship Event	Request Deadline	Championship Event	Request Deadline
Girls Golf	Oct. 11	Wrestling	Feb. 11
Girls Tennis	Oct. 16	Girls Swimming & Diving	Feb. 11
Fall Softball	Oct. 23	Show-Me Showdown (Class 1-3)	Mar. 4
Volleyball	Oct. 30	Show-Me Showdown (Class 4-5)	Mar. 11
Cross Country	Oct. 30	Boys Golf	May 8
Boys Swimming & Diving	Nov. 6	Track and Field (Class 1-2)	May 14
Boys Soccer (Class 1 & 2)	Nov. 6	Spring Softball	May 15
Boys Soccer (Class 3 & 4)	Nov. 3	Track and Field (Class 3-5)	May 20
Show-Me Bowl (Class 6 & 8-man)	Nov. 20	Boys Tennis	May 20
Show-Me Bowl (Class 1-5)	Nov. 27	Baseball	May 25
		Girls Soccer	May 27



***"MSHSAA promotes the value of participation, sportsmanship, team play, and personal excellence to develop citizens who make positive contributions to their community and support the democratic principles of our state and nation."***