



# UEFA Media Accreditation – FAQs

UEFA Media Services

## UEFA Media Accreditation Frequently Asked Questions

### UEFA Media validation for the management of Media Accreditations at UEFA events

**Q: Which requirements do media need to comply with in order to be eligible for Media Accreditation managed by UEFA Media Services?**

**A:** Media must first become validated by UEFA Media Services as a professional sports journalist (press, video journalist, photographer) to become eligible to place media accreditation requests. Media Accreditation requests are validated on an event by event basis again to ensure that the applicant is a professional active media or broadcaster representative in the football sector. Among the requirements, the applicant must have a press card valid at the time of registration and/or an active affiliation to a bona fide media outlet or to a national sports journalist association. In addition to this, the applicant must submit at least two recently published samples (articles, pictures, videos) with the date of publication and clearly credited to the author of the article, picture, or video content piece.

**Q: I am a freelancer. Am I eligible to apply for Media Accreditation at UEFA events as well?**

**A:** Yes, you are. The requirements specified above apply to both: full-time employees of a bona fide media outlet or freelancers active in the football sector. The only difference is that, as a freelancer, for every event you request to attend, you must provide a letter of assignment from a bona fide media outlet.

### Media Accreditation procedures

**Q: Do I have to be registered in the UEFA Media Portal in order to apply for Media Accreditations for UEFA events?**

**A:** It depends on the event. For some UEFA events, an active media profile is required because the Accreditations and Media Bookings are managed via the FAME platform. The application procedure and deadlines for upcoming UEFA events can be found on the [Media Accreditations Deadlines](#) document.

**Q: For which events do I need to be registered in FAME?**

**A:** If you wish to request Media Accreditation and Media Bookings for one of the following events, you need to have an active media profile in FAME: UEFA Champions League Final, UEFA Women's Champions League Final, UEFA Europa League Finals, UEFA Super Cup, Group stage Draws of the UEFA Club competitions, UEFA Under 21 championship, UEFA EURO 2020 Final Draw, UEFA EURO 2020 Final Tournament, UEFA Women's EURO, UEFA Nations League Finals.

**Q: How can I register to be member of the UEFA Media Pool and have access to the UEFA Media portal?**

**A:** Depending on your function, you may register either as Media (Press, Photographer, Video Journalist), Broadcaster or Radio. The requirements for each category can be found [here](#).

**Q: Which events have a different procedure for Media Accreditation?**

**A:** For some events, such as the UEFA Club Competition draws in Nyon or the UEFA Youth League Finals, Media Accreditation must be requested through the Media Services Online Contact Form. For more information about application procedures and deadlines, please check the UEFA [Media Accreditations Deadlines](#) document.

**Q: How can I apply for accreditation for seasonal matches of UEFA Club Competitions?**

**A:** Media Accreditation for seasonal matches of UEFA Club Competitions are managed directly by the host club, and not via FAME. Please refer to the [official media directory of European clubs](#) for contact information and address your request to the corresponding club.

**Q: How can I apply for accreditation for European Qualifiers' matches for European tournaments at FIFA and UEFA?**

**A:** These matches are managed by the National Associations directly, and not via FAME. Please refer to the updated directory for contact details of all [European National Associations](#).

**Q: How can I apply for Media accreditation for UEFA Nations League matches starting in September 2020?**

**A:** These matches are managed by the National Associations directly, and not via FAME. Please refer to the updated directory for contact details of all [European National Associations](#). UEFA Nations League Finals in 2021 are managed by UEFA Media Services, so Media Accreditation and Media Bookings requests must be submitted via the UEFA Media Portal.

**Q: Can I request Media Accreditation and Media Bookings by email?**

**A:** No. Media Accreditation and Media Booking requests sent by email to Media Services will not be considered. We kindly request that you follow the event specific procedure for your Media Accreditation and Media Booking requests to be considered. For more information about application procedures and deadlines, please check the UEFA [Media Accreditations Deadlines](#) document.

**Q: Where can I find out information about accreditation times and deadlines for upcoming UEFA events?**

**A:** All information for the current year can be found in the UEFA [Media Accreditations Deadlines](#) document.

## My Media profile

**Q: I am a professional sport media representative; how can I register to be a member of UEFA's Media pool?**

**A:** If you are a media representative (freelancer or employed) please read the following [guidelines](#) to submit a registration request.

Before you begin, please ensure you have the following documents at hand:

- Valid press card at the time of registration.
- Recently published samples of your work in football (articles, pictures, videos) not older than one year/last season. Make sure that the date of publication and the name of the author/photographer are clearly identified.

Please note that incomplete registration requests will not be processed.

**Q: I work for a broadcaster organisation; how can I register to be a member of UEFA's Media pool as a broadcaster?**

**A:** Please enquire within your organisation whether there is an assigned broadcaster corporate user managing your organisation's Broadcaster Corporate account already. If this is the case, kindly contact the corporate user directly.

If your organisation does not have a designated corporate user in FAME, please follow the procedure explained in the [Registration for TV Corporate User](#).

Please ensure that you provide all the requested information, as incomplete requests will not be processed.

**Q: I work for a radio organisation; how can I register to be a member of UEFA's Media pool as a broadcaster?**

**A:** Please enquire within your organisation whether there already an assigned radio corporate user managing your organisation's FAME account. If this is the case, kindly contact the corporate user directly. If your organisation does not have a designated corporate user in FAME, please follow the procedure explained in the [Registration for Radio Corporate User](#). Please ensure that you provide all the requested information, as incomplete requests will not be processed.

**Q: How do I access the UEFA Media portal and the Broadcaster Portal?**

**A:** If you are a member of the media, please access via the Media portal: <http://fame.uefa.com/media>  
If you are a Broadcaster (Radio or TV) please access via the Broadcasters portal:  
<https://broadcasters.fame.uefa.com>

**Q: Which technical requirements are needed to avoid technical issues when operating the UEFA Media Portal and the Broadcaster Portal successfully?**

**A:** The UEFA Media portal is supported by the FAME platform, which is compatible with tablets and smartphones, on the following operating systems and browsers:

**Browser Compatibility**

- Desktop: IE11, Firefox on Windows, Chrome and Safari on Mac OS.
- Mobile (tablets and smartphones): Chrome on Android, Safari on iOS.

**Operating System Compatibility**

- Desktop: Windows 8.1 and above and Mac OS 10.11 and above.
- Mobile (tablets and smartphones): iOS 10 and above and Android 7.0 and above.

**Q: What is the correct way of operating the UEFA Media Portal and the Broadcaster portal?**

**A:** Please make sure you always use only one tab. The use of multiple tabs within a browser will create issues.

**Q: I have encountered a problem when using the Media or Broadcaster Portal, what can I do to solve this issue in the most effective way?**

**A:** If you are using a compatible browser (listed above) and you are working in one tab only, please follow the instructions you receive in the error message. If you need help, please send us a screenshot of the error to [media.accreditations@uefa.ch](mailto:media.accreditations@uefa.ch) explaining the situation.

**Q: How do I log into the Media or Broadcaster Portal?**

**A:** Please enter your credentials to log into FAME:

- Your certified email address (username),
- Your password.

**Q: I forgot my password; how can I retrieve it?**

**A:** Please click on "Forgot your Password?" and enter your certified email address. Click on "Send me a code" and enter the verification code which will be sent to you by email. You will now be able to create a new password to access your profile.

**Q: My contact details (email, telephone number, address) have changed. How can I update them?**

**A:** To update your contact details, please log into your profile and edit the information under the "Contact details" tab.

**Q: I work for a different media outlet, but I am not able to change this information in the Media Portal, why?**

**A:** If your organisation has changed to another bona fide media outlet, please inform UEFA Media Services by email to [media.accreditations@uefa.ch](mailto:media.accreditations@uefa.ch) and we will update it in your profile. Please provide the following information:

- Organisation name:
- Website:
- Address:
- Country:
- Telephone number:

**Q: My employment situation has changed; how can I update this information in my profile?**

**A:** If your employment situation changes, please inform UEFA Media Services by email to [media.accreditations@uefa.ch](mailto:media.accreditations@uefa.ch) specifying your new professional status and we will update the information in your profile

**Q: How can I keep my professional media profile up-to-date?**

**A:** Make sure you upload your recently published samples (articles, pictures, videos) of football coverage and your valid press card in the "Documents" tab. Please keep in mind that UEFA Media Services checks

the status of your profile and your documents when processing Media Accreditation and Media Booking requests for all UEFA events.

## Late Requests' Policy

**Q:** If I miss a deadline, will I still be able to apply for Media Accreditation?

**A:** No. Our deadlines are in place to ensure that we have the room provide you with all necessary tools to successfully cover an UEFA event. Please note that late requests will not be processed.

Please ensure that you refer regularly to the UEFA [Media Accreditation Deadlines](#) document when planning your professional activities.

## Notifications after submitting a Media Accreditation request

**Q:** I submitted a Media Accreditation/Media Booking request. When can I expect to receive an answer?

**A:** As a general rule, you will receive an email notification regarding the outcome of your request a few days after the deadline. For events with a Media Accreditation application period of a week or less, notifications may be sent between 3-1 day prior to the event.

## Event-specific information

**Q:** I have placed a request and have some questions that are not mentioned above and rather event-specific, to whom should I address them?

**A:** Please send us your event-specific queries to [media.accreditations@uefa.ch](mailto:media.accreditations@uefa.ch) so we can assist you with your enquiry.



UEFA  
ROUTE DE GENÈVE 46  
CH-1260 NYON 2  
SWITZERLAND  
TELEPHONE: +41 848 00 27 27  
TELEFAX: +41 848 01 27 27  
[UEFA.com](http://UEFA.com) [UEFA.org](http://UEFA.org)

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