



June 16, 2003

Dear Media Professional,

It is with great enthusiasm that we begin the media credentialing process for the First Flight Centennial Celebration on North Carolina's Outer Banks, which will be held December 12-17, 2003. The six-day event celebrates man's first heavier-than-air powered flight and the vast contributions of aviation over the last century. Young and old from around the world will converge on Wright Brothers National Memorial to commemorate this historic occasion.

Enclosed you will find the application necessary to obtain your credentials for this historic event. We require that the application be returned with a cover letter on official letterhead from your organization. Please note that a separate application must be completed for each individual who will be attending from your organization. All fields on the application must be filled out. Additional copies of the application and updated media information will be available soon at [www.firstflightcentennial.org](http://www.firstflightcentennial.org).

The deadline to submit applications is November 1, 2003. Applications received after that date will be handled on a first come, first served basis, and are not guaranteed.

Accommodations on the Outer Banks are limited. To obtain information about area hotels and rental properties, please contact Lorrie Love or Quinn Capps at the Outer Banks Visitors Bureau. Lorrie and Quinn can be reached at 877.298.4373, or via e-mail, at [love@outerbanks.org](mailto:love@outerbanks.org), or [capps@outerbanks.org](mailto:capps@outerbanks.org). Lorrie and Quinn will provide you with names and numbers of available lodging in the area, and are also available to answer questions about travel and activities on the Outer Banks. Information can also be obtained via the Web, at [www.outerbanks.org](http://www.outerbanks.org).

As the event draws closer, we will distribute additional information regarding media placement, guidelines and other specific details about the event.

We are excited that you have an interest in attending this wonderful celebration. If you have questions about the credentialing process or specific questions related to the event, please call the First Flight Centennial media hotline at 804.675.8157, or e-mail us at [centennialmedia@crtpr.com](mailto:centennialmedia@crtpr.com).

We look forward to seeing you in December!



## APPLICATION FOR MEDIA CREDENTIALS

Due to enhanced security measures, each media/crew member must fill out a separate credential application form. All forms from one media outlet may be sent under a single cover letter. Applications are due by November 1, 2003.

Media Outlet \_\_\_\_\_

Media Representative's Name (Last, First, M.I.) \_\_\_\_\_

Sex \_\_\_\_\_ Race \_\_\_\_\_ Date of Birth \_\_\_\_/\_\_\_\_/\_\_\_\_ Social Security # \_\_\_\_\_

Estimated date of arrival \_\_\_\_\_

Will you be bringing a satellite truck?  YES  NO

Will you require a dedicated phone line?  YES  NO How Many? \_\_\_\_\_

*Phone lines will be billed to each media outlet at \$35. per line.*

Is your intent to broadcast live from the event?  YES  NO

Please list any additional set-up requirements:

I affirm that the information above is accurate: \_\_\_\_\_  
*Signature* *Date*

Please return this form with a cover letter on official letterhead from your media outlet to:

**FFC Media Credentials**  
**101 West Commerce Road**  
**Richmond, VA 23224**  
**(804) 675-8157**  
**centennialmedia@crtpr.com**