

HOUSTON TEXANS MEDIA POLICY

MEDIA CREDENTIALS

Media credentials will be granted based on the following guidelines:

1. Houston-area media agencies which cover the Houston Texans on a daily basis will receive top priority.
2. Media agencies which cover the opposing team as requested by the opposing team's public relations staff.
3. National media agencies which cover the National Football League regularly (includes online properties such as ESPN.com, Yahoo! Sports, CBSSports.com, etc.).
4. Daily or weekly newspapers with a circulation of at least 100,000.
5. Television stations with a nightly news show and a nightly sports segment.
6. Radio stations with a 24-hour sports format and are affiliated with a national radio network (i.e. ESPN, Sporting-News, Westwood One, etc.).
7. Daily or weekly newspapers with a circulation of at least 50,000.
8. Other requests not falling under one of the above categories will be considered on the basis of space availability in the Reliant Stadium press box.
9. No freelance credentials will be granted.

Season-long credentials are issued in August; game-by-game credentials must be requested before 5 p.m. on the Tuesday prior to each home game. All credential requests must be submitted online at <http://media.houstontexans.com>.

CREDENTIAL REQUESTS (ROAD GAMES)

If you are a regular member of the Houston media who wishes to cover the Texans on the road, submit your request for game credentials and parking passes through **Kevin Cooper** at kevin.cooper@houstontexans.com. All requests must be submitted no later than one game previous to a road contest. Credentials will be distributed on either Wednesday or Thursday during open locker room.

GAME DAY PARKING

Parking for Texans games must be applied for online at <http://media.houstontexans.com>. The appropriate parking pass will be required for access to media parking lots on game day.

ENTRY ON GAME DAY

The media entrance at Reliant Stadium is on the west side of the stadium on the corner of Kirby and Murworth. Enter the media entrance which is located just right of the Verizon VIP gate.

WILL CALL

Media will call is located on the west side of the stadium at the corner of Kirby and Murworth. The media will call gate is located just right of the Verizon VIP gate. The appropriate game credential must be presented at the media entrance for admission into the stadium. Game credentials not picked up in advance will be available on game day at the credential will-call window. Please remember to bring valid identification. The window will open three hours prior to kickoff and bags will be checked upon entrance to the stadium.

PHONES AND INTERNET

To request a phone on game day, contact **Jeff Schmitz** of the Houston Texans IT department at (832-667-2130) the week prior to the game. The Texans press box offers complimentary wireless Internet. If you have any questions on game day, see Schmitz at his post in the press box, located on the third level behind **Evan Koch** and **Kevin Cooper**.

POSTGAME INTERVIEWS AND LOCKER ROOM ACCESS

Members of the media needing to conduct post game interviews will be given access to the Texans' and visiting interview rooms after the game, as well as the home and visiting locker rooms. **NO STILL PHOTOGRAPHERS OR AUTOGRAPHS ARE ALLOWED IN THE TEXANS LOCKER ROOM.** With six minutes remaining in the game, take the media elevator to the field level. Videographers without field access will be in the team auditorium for the duration of the game. **Gary Kubiak's** post-game interview session with the media will begin approximately 10 minutes following the conclusion of the game and will be held in the Texans Team Auditorium (white arrow). Electronic media covering the press conference are asked to use the multi-box to ease congestion at the podium. Both team locker rooms will be open to press bearing the proper credentials following the NFL-mandated 10-minute cooling-off period. The visiting head coach will be available in the visitor's interview room across from the visiting locker room.

To reach either locker room from the press box, simply take the elevator to the service level and follow proper direction arrows on the ground:

Blue - Texans locker room

Red - Visitors locker room

White - Texans post game press conference

PRESS BOX

The press box phone numbers are (832) 667-2831 (home PR) and (832) 667-2814 (visiting PR).

PHOTOGRAPHERS

Photographers who are credentialed on a season-long basis for sideline access will be required to wear a photo vest. Sideline access for NFL games is limited to photographers on assignment for recognized or sports publications. No one except network television personnel and authorized game personnel will be admitted to the field without a camera. All field photographers must remain outside the bench areas and outside the yellow border surrounding the playing field.

MEDIA WORKROOM

The media workroom is located on the service level at Reliant Stadium across from the Texans' locker room. The room is available to working media throughout the week. Phones, Texans information, NFL news releases and other information are available. Wireless service will be available in the media workroom.

INTERVIEW REQUESTS

All interview requests for Houston Texans executives, coaches, and players should go through the Texans communications department.

Please give at least 48 hours for your request. For Texans players, assistant coaches and executives, please send your request to **Evan Koch** at evan.koch@houstontexans.com or call him at (832) 667-2050; or **Charles Hampton** at charles.hampton@houstontexans.com or call him at (832) 667-2282.

Requests for owner Bob McNair, general manager Rick Smith and head coach Gary Kubiak should be sent to the attention of Senior Director of Communications **Kevin Cooper**. His e-mail address is kevin.cooper@houstontexans.com and he can be reached on his office phone (832) 667-2035.

Kubiak's Monday news conference is held in the Texans' team auditorium at 3:30 p.m. He speaks with the media after practice on Wednesday and Thursday at approximately 1 p.m. and on Friday at 12:15 p.m. in the Texans' media workroom (times are subject to change). Kubiak conducts his weekly conference calls on Wednesday morning for the opposing media.



HOUSTON TEXANS MEDIA POLICY

OPEN LOCKER ROOM PERIODS

The Texans open locker room period is after post-practice meetings on Wednesday and Thursday from 2-2:45 p.m. (time subject to change) on the service level of Reliant Stadium. Friday's open locker room period begins at 12:15 p.m. Please be advised that sit-down interviews will take place after practice at approximately 4:30 p.m. on Wednesday and 3:30 p.m. on Thursday.

Special requests can be fulfilled on Monday or Tuesday, but it should be cleared with a member of the Texans communications department. You should give at least a week's notice for special arrangements on Monday and Tuesday. Everyone in the locker room must dress professionally and have a job function. The Texans communications department can remove any member of the media from the locker room for improper dress or unprofessional behavior.

CONFERENCE CALLS

The Texans Communications Staff will record and transcribe all visiting team conference calls. Conference calls take place on Wednesday in the media workroom or the Methodist Training Center conference room. Weekly updates of conference call participants and times will appear on <http://media.houstontexans.com>.

PRACTICE REGULATIONS

Texans locker room and practices will be open to the media during the week as specified. We will provide a specific time during practice for shooting video. Texans head coach Gary Kubiak will speak after Wednesday and Thursday practices at approximately 1 p.m. and on Friday at 12:15 p.m. in the Texans' media workroom (times are subject to change).

PRESS RELEASES

The Texans' weekly press releases, as well as other news and information on the club, can be accessed on the team's official website at <http://www.houstontexans.com> or in the media section at <http://media.houstontexans.com>. Members of the media also can access league information from the NFL's media site at <http://www.nflmedia.com>. The NFL's official web site address is <http://www.NFL.com>.

PARKING DURING THE WEEK

Parking for covering Texans weekly press conferences, open locker room or for access to the media workroom, use the Day Lot, located on the southeast corner of Kirby and Westridge. While covering practice, park in the Teal Lot on the northeast corner of Kirby and Murworth.

LIVE SHOTS

Monday-Friday

Live shots on Reliant Park property must be set up through the Texans Communications Department in conjunction with SMG. Please contact Evan Koch at evan.koch@houstontexans.com or 281-605-9666 before setting up a live shot. Locations will be set up through the communications department. Please give the Texans 12 hours to ensure proper set up.

Gameday

NFL network television partners and Texans media partners will be given priority for live shots at Reliant Stadium. Television stations are allowed to shoot live at Reliant Stadium until one hour before kickoff. Please get permission from Texans communications 48 hours before the game in order to shoot live.

NFL network television partners and Texans media partners are the only broadcast entities permitted to shoot live from inside Reliant Stadium in the hour following the conclusion of the game. All other entities are not permitted to shoot live, transmit taped interviews for live broadcast or transmit live programming from inside Reliant Stadium until one hour after the conclusion of the game.

Live shots and live streaming for transmission are NOT PERMITTED from the Texans post-game locker room for any entity.

HOUSTON TEXANS MEDIA SERVICES

HOUSTON TEXANS MEDIA WEBSITE

To access the Houston Texans media website, go to <http://media.houstontexans.com>. The section contains all Texans press materials, historical information, updated team statistics, media guide and credential information. Applications are being accepted for training camp, season or individual game credentials.

To apply for game credentials, please submit your request on the website the Tuesday before a Texans home game by 5 p.m. CT.

Fans can access coverage on <http://www.HoustonTexans.com> throughout the season on Texans TV. The Texans broadcast live streaming video of press conferences, as well as game highlights, interviews, in-depth team features, community recaps, NFL Network footage and much more.

HOUSTON TEXANS MEDIA GUIDE

The complete 2013 Houston Texans Media Guide is available online at <http://media.houstontexans.com> and is updated after every game and team transaction.

Player bios and the Houston Texans record books are updated weekly during the season and are electronically distributed to media, as well as made available online at the Houston Texans media website.

The online version has been improved and is available in PDF format, allowing media to print, copy and paste information in a much easier fashion. Player bios will be updated following each game, as will the roster, history and records sections. PDF versions of the media guide are available via email request. Printed versions of the media guide are available on a case-by-case basis.

HOUSTON TEXANS FTP SITE

The Texans launched its FTP site in 2010 and upload B-roll, audio clips and clips of video interviews on a consistent basis. If you would like to be added to the FTP email list, members of which receive emails whenever new content is uploaded, please contact Communications Coordinator **Charles Hampton** at charles.hampton@houstontexans.com.



HOUSTON TEXANS MEDIA SERVICES

To access the Houston Texans FTP site at any time, please use the following information:

URL: ftp1.houstontexans.com
Username: [texmedia](#)
Password: 2013media

TEXANS PR ON TWITTER

For up-to-the second updates, notes and a variety of other information on the Houston Texans, follow the Texans on Twitter: [@TexansPR](#). If there is something to know about the Texans, you can find it there first. Get all press releases, transcripts, game information, updated bios and more.

TRANSCRIPTS

The Texans Communications Staff sends out transcripts of press conferences, open locker room during the season, and post-game interviews. To be added to the Texans Transcripts Email list, please contact Communications Manager **Evan Koch** at evan.koch@houstontexans.com.

AUDIO CLIPS

In addition to the mp3 audio uploaded to the Houston Texans FTP site, the Texans Communications Staff sends out edited clips that are 10 to 30 seconds long via email following press conferences, open locker room during the season and after games during the season. To be added to the Texans Audio Clips Email list, please contact Communications Coordinator **Charles Hampton** at charles.hampton@houstontexans.com.

HOUSTON TEXANS COMMUNICATIONS STAFF



Kevin Cooper
Senior Director of Communications

Contact Kevin for:
Interview requests for Texans Owner Bob McNair, Head Coach Gary Kubiak and General Manager and Executive Vice President Rick Smith.



Evan Koch
Communications Manager

Contact Evan for:
Interview requests for players and assistant coaches, open locker room opportunities or to be added to an email list.



Charles Hampton
Communications Coordinator

Contact Charles for:
Interview requests for players and assistant coaches, FTP site questions or clarifications on credentials



Amy Palcic
Corporate Communications Manager

Contact Amy for:
Information on Lone Star Sports and Entertainment, Texans civic and business affairs.



Hank Nathan
Communications Intern

Contact Hank for:
Interview requests, notes, team information, gameday information and LSSE information.

CONTACTING THE TEXANS COMMUNICATIONS STAFF

Staff Member	Office Phone	Email	Twitter Handle
Kevin Cooper	832-667-2035	kevin.cooper@houstontexans.com	@kevincooper44
Charles Hampton	832-667-2282	charles.hampton@houstontexans.com	@charleshampton
Evan Koch	832-667-2050	evan.koch@houstontexans.com	@EvanKoch22
Amy Palcic	832-667-2220	amy.palcic@houstontexans.com	@amypalcic
Hank Nathan	832-667-2241	hank.nathan@houstontexans.com	@hsn1216888

Texans on Twitter: <http://twitter.com/TexansPR>

Texans Media Site: <http://media.houstontexans.com>

Texans FTP Site: ftp1.houstontexans.com

