

**Dates:**

Date of Request: \_\_\_/\_\_\_/\_\_\_\_\_

Arrival Date:

Arrival Time:

Location:

Departure Date:

Departure Time:

Location:

**Journalist Information:**

Journalist name as it appears on ID: \_\_\_\_\_

Date of Birth: \_\_\_/\_\_\_/\_\_\_\_\_

Address, City, State, Zip: \_\_\_\_\_

Work Phone: \_\_\_\_\_ Mobile Phone: \_\_\_\_\_

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

Allergies/Dietary Restrictions: \_\_\_\_\_

Health Concerns/Physical Limitations: \_\_\_\_\_

Are you a first time visitor? \_\_Y \_\_N

If not, which Oregon locations have you visited previously: \_\_\_\_\_

**Social Media Handles:**

Twitter: \_\_\_\_\_ Instagram: \_\_\_\_\_

Blog/Website: \_\_\_\_\_ Facebook: \_\_\_\_\_

**Publication Information:**

Publication Type: \_\_Print \_\_Digital \_\_Print/Digital \_\_Broadcast \_\_Blog/Vlog

Publication Name: \_\_\_\_\_

City, State, Country: \_\_\_\_\_ Website: \_\_\_\_\_

Publication focus/niche: \_\_\_\_\_

Audience/Demographic: \_\_\_\_\_ Circulation/Audience #: \_\_\_\_\_

Assignment Secured? \_\_Y \_\_N Estimated Length: \_\_\_\_\_

**Journalist Objectives:**

Please select all that apply:

Reporter    Freelancer    Photographer    Producer    Blogger    Social Media Influencer

Other (Please explain): \_\_\_\_\_

Requested areas in Oregon to include in itinerary: \_\_\_\_\_

Story Line/Angles: \_\_\_\_\_

Meeting Requests (specific individuals or organizations you would like to interview):  
\_\_\_\_\_

Sights, attractions and activities you would like to experience: \_\_\_\_\_

Preferred itinerary style:

Action Packed: Set appointments and interviews throughout the day with some time for exploring on my own

Solo Explorer: Hotel nights booked but mostly suggested meals and attractions that I will explore on my own

Best of Both: A few set appointments each day with ample time to explore on my own

Other (please explain): \_\_\_\_\_

Do you plan to include restaurant listings or reviews in your coverage?  Y  N

Do you plan to include accommodation listings or reviews in your coverage?  Y  N

Do you plan to include airline listings or reviews in your coverage?  Y  N

**Travel Arrangements:**

Number of Journalists: \_\_\_\_\_   Number of Non-Journalists: \_\_\_\_\_   Bringing a photographer?  Y  N

Travel Host:  I need a Travel Host    I would prefer to travel on my own

If complimentary accommodations are unavailable, would you accept a media rate?  Y  N

Mode of transportation to Oregon:  Flight    Train    Car

Transportation while in Oregon:  Rental Car    Private Transport/Guide    Other

Driver's License # and State: \_\_\_\_\_

Preferred Airline & Membership #: \_\_\_\_\_

Room Preference: \_\_\_\_\_

Additional comments:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_