



## **NCAA Division I Men's Basketball FILM EXCHANGE POLICY**

This agreement is between two competing teams in non-conference games for the exchange of videotape/DVD for the two respective teams. It is agreed that all game contracts for non-conference games have a clause requiring the compliance with the NABC Film Exchange Policy. This agreement applies to the two competing teams only. This policy does not cover every conceivable situation. Where it does not, it is expected that both common sense and willingness to make the program work will prevail.

According to this film exchange policy, any men's basketball staff may request up to two videotapes or DVDs of any two regular-season, non-conference contests or exhibition games from each non-conference opponent. (By mutual agreement, scrimmages may be exchanged if at least two games have not been played prior to their game.)

Every team has the right to film every game they participate in, home or on the road.

At least one week's notice shall be given to the opposing coaching staff when game tape is requested. All requests for game tapes shall be filled as soon as the tapes can be copied and shipped. In order to assist with the administration of the videotape exchange policy, please complete the attached form for every request.

### *Guidelines for the videotape exchange Program:*

1. Television copies may be requested, if available. You may request either/or, but not both.
2. All DVDs and/or Videotapes shall include sound, if possible.
3. Videotaping shall occur from a center perspective.
4. Videotapes shall be taped at a slow speed, if possible.
5. Scores shall be announced approximately every 3-4 minutes and at all timeouts, as well as at halftime and at the end of the game. The scoreboard shall be viewed as stoppage in play permits.
6. All action shall be videotaped, including out-of-bounds plays, from the first horn except for timeouts, halftimes, and injuries.
7. When the ball is taken out of bounds, the camera shall be panned out in order to get as much of the playing floor on the film (presses, press breakers, etc.). As the play comes into half court, the camera shall zoom to the half court situation.
8. All players on the court shall be in the field of view.
9. Requesting school provides the tape or DVD. (This will preclude complaints about old or multi-used tapes or DVDs)
10. DVDs and videotapes should be mailed via overnight mail.
11. Box scores and play-by-play of the requested videotape or DVD must be included in the mailing.

### *Additional Guidelines for non-conference away games:*

1. DVD and/or Videotape shall be provided by the visiting team prior to the game.
2. Immediately following the game the film, with the box score and play by play, shall be given to the visiting team. If the items are not immediately available, the home team shall send the tape to the visiting team for receipt on the next business day.



**NCAA Division I Men's Basketball**

**FILM EXCHANGE REQUEST FORM**

**INSTITUTION** \_\_\_\_\_ **DATE** \_\_\_\_\_

**COACHING STAFF MEMBER  
REQUESTING VIDEOTAPES** \_\_\_\_\_

**MAILING ADDRESS  
FOR VIDEOTAPE DELIVERY** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**INSTITUTION FROM WHICH  
TAPES ARE REQUESTED** \_\_\_\_\_

*Game Videotapes Requested (two tapes maximum):*

1. Date of Game: \_\_\_\_\_

Opponent: \_\_\_\_\_ vs. \_\_\_\_\_

2. Date of Game: \_\_\_\_\_

Opponent: \_\_\_\_\_ vs. \_\_\_\_\_

In the event the requesting institution wishes to have either game tape specified above sent via overnight mail, please send a completed overnight mail shipping label, including your institution's account number and the address to which the tapes should be delivered.

**Reminder:** Each head coach is responsible for complying with the stated videotape exchange guidelines. It is essential that requests from all institutions are fulfilled in a professional, exacting and timely manner.