



Step by step guide - Media accreditation

This step by step guide will help users along the process to successfully apply for their media accreditation using the BV Passport website.

This guide is created to assist users when creating their accounts to correctly apply for their relevant media accreditations.

**Should you need further assistance please contact
comms@basketballvictoria.com.au**

Login

Step 1. Select 'Sign up Now' to create a BV Passport account.

If you already have a BV Passport account, please enter your details to login.



Welcome to the Basketball Victoria Passport 🏀
Your one-stop for basketball accreditations
across Victorial

Login

Don't have an account? Sign Up Now!

Register

Step 2. Enter your email and password to create your account.

Please note that your password must contain 8 characters, 1 number, 1 uppercase letter and 1 special character

Then click 'Register' to advance to the next step.



Let's get started!

Create your account to access all your basketball accreditations in Victoria!

Email

BVpassport@outlook.com

Password

.....|

Register

Already have an account? Login

Step 3. After creating your account, click 'Start Application' to begin the process.



Welcome to your Basketball Victoria Passport

Your one-stop for basketball accreditations across Victoria!

Get started by clicking the "Start Application" button below to submit your first application. We're here to help you every step of the way!

 Start Application



Step 4. Please enter your personal details and upload a profile picture.

Please not all fields are mandatory and photos must be square and less than 100kb in size

BV Passport

BV

Passport

Gender

Other

Date of Birth

20/4/1996

Email Address

BVpassport@outlook.com

Mobile Number

0412345678

Aboriginal or Torres Strait Islander


Neither


Upload Profile Picture


No image selected


Photos must be square, less than 2MB in size. See examples below:

Profile Picture Examples









Emergency Contact Name

Emergency Contact Mobile

Address Line 1

City

State/Province/Region

Postal/Zip Code

Country

Continue

Cancel

Step 5. For 'Additional Information' you are required to select the 'Accreditation type' and then fill in all the fields that populate for this accreditation type.

BV Passport

✓ Personal Information

2 Additional Information

Media Accreditation

Continue Cancel

3 Additional Info

BV Passport

- Home
- Accreditations
- Logout

Step 6. Select whether you are applying as a freelancer or on behalf of an association/media outlet.

✓ Personal Information

2 Additional Information

Registration Type

Media Accreditation

Freelancer or Association

Working With Children Number

Working With Children's Check Expiration

Upload Working With Children Card

No image selected

☐ Do you agree to comply with the [Accreditation Terms and Conditions?](#)

Continue

Cancel

3 Accreditation Info

Home

Accreditations

Logout

BV Passport

1

Personal Information

2

Active Basketball (Gateway Church Australia)

Albert Park Junior Basketball Association Inc.

Alexandra & District Basketball Association

Altona Bay Basketball Association

Ararat Basketball Association

Bacchus Marsh Basketball Association

Bairnsdale and District Amateur Basketball Association

Ballarat Basketball Association

Balwyn Blazers Basketball Club

Basketball Hawthorn

Bellarine Peninsula Basketball Association

Benalla Basketball Association Inc

Bendigo Basketball Association Inc

Blackburn Vikings Basketball Association

Boort Basketball Association

Broadmeadows Basketball Association

Bulleen-Templestowe Basketball Club

CYMS Basketball Association

Camberwell District Basketball Association

Camperdown Amateur Basketball Association

Casey Basketball Association

Step 7. If your application is linked to an association or club rather than a media outlet, select the relevant association/club listed.

BV Passport

- Home
- Accreditations
- Logout

Step 8. Fill out the details regarding your 'Working With Children's Check' as well as uploading your card via the button.

✓ Personal Information

2 Additional Information

Registration Type
Media Accreditation

Freelancer or Association
Freelancer

Working With Children Number
12345

Working With Children's Check Expiration
06/2026

Upload Working With Children Card

No image selected

☐ Do you agree to comply with the [Accreditation Terms and Conditions](#)?

Continue

Cancel

3 Accreditation Info

BV Passport

- Home
- Accreditations
- Logout

Step 9. Agree to 'Terms and Conditions' then click 'Continue'.

✓ Personal Information

2 Additional Information

Registration Type

Media Accreditation

Freelancer or Association

Freelancer

Working With Children Number

12345

Working With Children's Check Expiration

06/2026

Upload Working With Children Card

No image selected

☒ Do you agree to comply with the [Accreditation Terms and Conditions](#)?

Continue

Cancel

3 Accreditation Info

BV Passport

- [Home](#)
- [Accreditations](#)
- [Logout](#)

- ✓ Personal Information
- ✓ Additional Information
- 3 Accreditation Info

Outlet Name

What content will you be gathering?

Videography

☐

Photography

☒

Continue

Cancel

**Step 10. Select the content
you're looking to gather,
then click 'Continue'.**

Step 11. You have completed the application. You're application will be shared with your association/club (if applicable) and then the league for approval.

If successful, your accreditation will be added to your BV Passport account and can be accessed and shown.



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Your one-stop for basketball accreditations across Victoria!

Get started by clicking the "Start Application" button below to submit your first application. We're here to help you every step of the way!



Congratulations! You have an application pending. You'll receive a notification once there is an update.



0

Approved



0

Denied



1

Pending

▶ Start Application