



Application For Media Designation And Electronic Device Privileges

This form permits bona fide journalists to apply for privileges to enter courthouses of the U.S. District Court for the Southern District of Indiana with electronic devices. The Court reserves the right to grant, deny or withdraw the media designation at any time.

Name _____ Title _____

Media Organization _____

Office Address _____

Office Phone _____ Mobile phone _____

Home Address _____

Email Address _____ Date of Birth _____

Applicants who work for a recognized newspaper, network, cable or independent news organization need only provide a current photo of themselves and a color copy of their employer-issued media credential.

All others must submit a current photo of themselves and at least two articles, commentaries, books, photographs, videos, films or audio recordings published or broadcast within the preceding 24 months.

Applications will be evaluated by the Court's Public Information Officer and/or the Clerk of Court. Those who are denied media designation may ask the Chief Judge of the Court in writing for reconsideration. Decisions by the Chief Judge are final. Those applicants may reapply after 12 months.

Media designations will expire on the last day of the third full calendar year after the date of issuance. **Court-approved media designees must reapply for designation well in advance of expiration to ensure continued designated access to the courthouses. Media designees must immediately inform the Court's Public Information Officer of any change in employer or profession.**

Media designees must adhere to the Code of Ethics for the Society of Professional Journalists, Local Rule 83-3, and General Order 2021-19 and any superseding rules or orders of the Court.

A journalist's media designation may be removed by a judicial officer, Public Information Officer, or the Clerk of Court for violations of these or any other rules of courthouse conduct. A journalist whose designation is removed may ask the Chief Judge of the Court in writing for reconsideration. Decisions by the Chief Judge are final. A journalist whose whose media designation is removed may reapply after 12 months.

The following rules govern the use of electronic devices by media designees in federal district courthouses in the Southern District of Indiana:

- Journalists must produce government-issued photo identification – such as a driver’s license – and submit to all security screening procedures to enter a courthouse with an electronic device. Court Security Officers will confirm the journalist's Court media designation before permitting entrance with an electronic device.
- Devices must be set to silent mode while in the courthouse and must be **turned off** before entering any courtroom.
- Devices may not be used for taking photographs or recording sounds or images without permission of a judicial officer.
- Media designees who violate these rules may have their devices confiscated and be subject to contempt of court proceedings.

By submitting this form, the undersigned agrees to follow the rules and regulations governing the use of electronic devices in courthouses of the U.S. District Court for the Southern District of Indiana including, but not limited to, Local Rule 83-3 and General Order 2021-19 and any superseding rules or orders.

Signature _____ **Date** _____

Print Name: _____

Must be completed by managing editor, bureau chief, or news director:

I hereby certify that the above named individual requires a Court media designation in order to perform this or her assigned duties.

Name _____ Title _____

Signature _____ Date _____

Please mail or email completed application to:

Doria Lynch

Public Information Officer

U.S. District Court for the Soutner District of Indiana

46 East Ohio Street, Room 105

Indianapolis, IN 46204

doria_lynch@insd.uscourts.gov

All information may be verified by the U.S. Marshals Service