



UNITED STATES DISTRICT COURT DISTRICT OF MINNESOTA MEDIA APPLICATION

Email this completed form to Rebecca Parks at rebeccah_parks@mnd.uscourts.gov subject line: Media Access

This form is designed to permit an individual employed by a newspaper, television, radio or other media organization to apply for media access in the District of Minnesota. Media access is defined as access to News Media Rooms, use of mobile electronic devices within the courtroom, and priority seating during high profile court proceedings. Individuals whose applications are granted will be given a code, which will allow use of Media Rooms in either the Minneapolis or St. Paul Courthouse, and a court-issued Media badge to wear while in the courtroom. The Court reserves the right to grant, deny, or withdraw access at any time without advance notice and to inspect mobile electronic devices for compliance.

Media Rooms are located on the 12th floor of the Minneapolis Courthouse on the 6th floor of the St. Paul Courthouse. The Media Rooms are generally available from 8:00am-5:00pm Monday through Friday.

If you have any questions about this application form or the application process, please contact Rebecca Parks at (612) 664-5124 at rebeccah_parks@mnd.uscourts.gov.

First Name: _____ Last Name: _____

Media Organization: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Phone Number: (C) _____ (O) _____

Email address: _____

Media Organization website: _____

By submitting this form, the undersigned agrees to abide by all Court rules, orders, and policies and procedures governing the use of the electronic mobile devices in the District of Minnesota. Media members must protect the security of the Media Room Access code and immediately notify the Court: (1) if they learn the access code has been compromised or (2) upon resignation or transfer to a different place of employment.

Signature: _____ Date: _____

Office Use Only

Approved:

Date: