



UNITED STATES DISTRICT COURT WESTERN DISTRICT OF NEW YORK

Credentialed Media Application

The Western District of New York recognizes that access to information and the ability to timely report are fundamental to the media's function and purpose. To accommodate the media's professional needs, the court offers Credentialed Media status to members of the media who wish to avail themselves of the expanded allowances provided in the Pilot Media Plan. No member of the media is required to obtain Credentialed Media status. Participation is entirely voluntary.

To apply for Credentialed Media status, submit this completed form and the required supporting documentation to the Clerk's Office in person, by mail, or by email to media@nywd.uscourts.gov. Applications are processed as received. Please allow 21 days before inquiring.

Applicant Information (please print)

First Name: _____ Last Name: _____

Media Organization: _____

Contact Address: _____

City: _____ State: _____ Zip Code: _____

Telephone Number: (cell) _____ (office) _____

Email Address: _____

Media Organization Website: _____

Eligibility

I am eligible for Credentialed Media status as marked below and have submitted the required documentation (mark only one; all documentation must be submitted at time of application):

_____ *Professional Journalist.* I have submitted documentation from my employer (e.g., letter on business letterhead) establishing that my primary employment is the regular reporting of original news to the public.

_____ *Employed by a Media Organization.* I have submitted documentation from my employer (e.g., letter on business letterhead) establishing that my employer is an entity or individual that regularly gathers and reports original news to the public, that disseminates reporting through publicly accessible media (e.g., print, television, radio, electronic), and that has operated continuously for the two years immediately preceding the date of this application.

_____ *Operate a Media Organization.* I have submitted six or more publications or segments published within the two years immediately preceding the date of this application establishing that I regularly gather and report original news to the public, disseminate my reporting through publicly accessible media (e.g., print, television, radio, electronic), and have operated continuously for the two years immediately preceding the date of this application.

Attestation and Release

By signing and submitting this application, I attest that I will abide by the Pilot Media Plan and all other court rules, orders, and policies that apply to the public and the media. I further agree to release the court, any court employee, any federal agency, and the United States from any and all liability for any property damage, property loss, personal injury, or death that I may incur or suffer as a result of my participation in the Pilot Media Plan, including my use of the media room.

Signature

Date

For Clerk's Office Use Only

Reviewed by: _____

Date reviewed: _____

Approved: _____

Media Card Expires: _____
(3 years from application date)

Denied: _____

Reason for denial: _____

Date of denial letter: _____