

JACKSON COUNTY MUNICIPAL COURT

**Part I of II - Request to Broadcast, Televise, Record or Photograph a session of the Jackson County, Ohio Municipal Court**

The undersigned media representative requests permission on behalf of the below-referenced media organization to broadcast, televise, record and/or photograph all or a portion of a session of the Jackson County Municipal Court on the date referenced below. This request is made pursuant to the Supreme Court of Ohio Guidelines for News Organizations Broadcasting, Televising, Recording and Photographing Sessions of Court, which have been made available to said media representatives and are posted at:

[www.supremecourt.ohio.gov/PIO/MediaRequestInfo/default.asp](http://www.supremecourt.ohio.gov/PIO/MediaRequestInfo/default.asp).

Media Representative \_\_\_\_\_

Media Organization Name \_\_\_\_\_

Address \_\_\_\_\_

Telephone \_\_\_\_\_ Fax \_\_\_\_\_

E-Mail \_\_\_\_\_

Date of Court Session \_\_\_\_\_ Case No. \_\_\_\_\_

Case Name \_\_\_\_\_

Medium to be Used (circle all that apply):

Broadcast

Televise

Record

Photograph

Names of Media Representatives Attending Court Session (List all attending personnel)

\_\_\_\_\_  
\_\_\_\_\_

Date Submitted \_\_\_\_\_

\_\_\_\_\_  
Signature of Media Representative

\_\_\_\_\_  
Approved

\_\_\_\_\_  
Not Approved

\_\_\_\_\_  
Judge

**Part II of II - Request to Broadcast, Televise, Record or Photograph a session of the Jackson County Ohio Municipal Court**

**MEDIA GUIDELINES**

- ➡ Media organizations wanting to carry live broadcast-quality video and/or audio of sessions of the Supreme Court of Ohio may do so by accessing the Ohio Government Telecommunications (OGT) feed, which is available in the Media Room (104) through a mult box. This is the method encouraged for radio and television access to Supreme Court audio and video. Tapes also are available free of charge by contacting OGT at 614.995.5562.
- ➡ Interviews may take place **only after** a case has been heard by the Court.
- ➡ Interviews should be conducted in available conference rooms
- ➡ Other rooms will be made available, upon request, for interviews. Contact a court staff member at the Clerk's window to request a room.
- ➡ Interviews are not permitted in the courtroom if the Judge is still present or if a defendant who is in custody is still present.
- ➡ The Court is not responsible for providing any broadcast equipment other than what is outlined here. Additionally, the Court is not liable for the operation of any media organization equipment.
- ➡ All media organization representatives and their equipment must go through building security procedures upon entering the court room. Each person must present a valid driver's license or other government photo ID and must wear a visitor's badge for the duration of the visit.

***I acknowledge the above guidelines***

\_\_\_\_\_  
Date



\_\_\_\_\_  
Signature of Media Representative

***Fax both parts of this completed form to the  
Jackson County Municipal Court at 740.286.0679***