



United States District Court  
For the District of Columbia

Application for 2024 Annual Media Room Pass

Please answer the questions below and return this form to the Court's Media Liaison.

1. Name and Contact Information:

Full Name:

Title:

Organization Name:

Mobile Phone:

Email Address:

2. Media Credentials: Please list any governmental agencies or organizations with which you have press credentials:

3. Acknowledgement and Agreement to Media Room Rules: Please read the statements below and sign your initials to indicate your acknowledgement and agreement:

a. I have read and I understand the Court's Media Room Rules of Use (as updated April 2024): \_\_\_\_\_

b. I understand that photography and audio and video recording of court proceedings from the Media Room, or elsewhere, is strictly prohibited, and that absolutely no broadcasting or transmission of court proceedings is allowed. \_\_\_\_\_

c. I agree to abide by these rules, and I recognize that any violation could result in revocation of my Media Room Pass, among other consequences. \_\_\_\_\_

d. A media room pass is issued to an individual, not an organization, and is non-transferable. Inappropriate transfer or use of a media room pass will result in its revocation. \_\_\_\_\_

4. Signature:

Annual passes are valid for the calendar year. Current pass holders should contact the Media Liaison upon any change in employment status to confirm continued eligibility for a pass.

By my signature below, I hereby acknowledge the requirements for a Media Room Pass, the rules governing use of the Media Room (as updated April 2024), and I attest to the truthfulness of the information I have provided in this application.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

NOTE: Please provide a copy of an employer-issued credential with photograph with this application. A government-issued press credential with photograph, or a government-issued identification document with photograph, is also acceptable. If you already have a credential on file with the Media Liaison, you do not need to submit one with this application.

Media Liaison Contact Information:

Lisa J. Klem, Special Assistant to the Chief Judge  
202-354-3324 (desk)  
202-384-7306 (mobile)  
[Lisa\\_Klem@dcd.uscourts.gov](mailto:Lisa_Klem@dcd.uscourts.gov)