



UNITED STATES DISTRICT COURT
DISTRICT OF MASSACHUSETTS
OFFICE OF THE CLERK
1 COURTHOUSE WAY
BOSTON, MASSACHUSETTS 02210

ROBERT M. FARRELL
CLERK OF COURT

MEDIA CREDENTIALS APPLICATION INSTRUCTIONS AND REQUIREMENTS

The non-transferable Media Identification Card provides an exception to the Court's Policy regarding Electronic Devices. A valid Media Identification Card will entitle an individual to bring to a courtroom a laptop with a silent keyboard and/or a cell phone that must be off or in silent mode while in a courtroom. All Media Identification Cards will be subject to the provisions of the attached Local Rule 83.3 that prohibits photographing, recording and broadcasting.

Applications for Media Credentials should be submitted to the Office of the Clerk of Court, John Joseph Moakley United States Courthouse, One Courthouse Way, Suite 2300, Boston, MA02210.

The application (printed or typed) is to be completed by each applicant and certified by an Editor or News Director.

Media Identification Cards will be valid for three years. They will be issued to full-time members of the media who have a need for an identification card in order to fulfill their various assignments. Media Identification Cards will not be granted to individuals who are employed in the business, advertising or circulation departments.

First time and renewal applicants must include the following items with their application.

- A cover letter from the applicant's Editor or News Director requesting credentials for the individual. If numerous applications are being filed, one letter with all the applicants' names will suffice.
- For independently employed applicants, reference letters from at least two agencies that recently have hired them on a freelance basis. The Company Name box on the application should indicate, "self employed."

RULE 83.3 PHOTOGRAPHING, RECORDING AND BROADCASTING

(a) Photographing, Recording, and Broadcasting Generally Prohibited. Except as specifically provided in these rules or by order of the court, no person shall take any photograph, make any recording, or make any broadcast by any means, in the course of or in connection with any proceedings in this court, on any floor of any building on which proceedings of this court are or, in the regular course of the business of the court, may be held.

(b) Exceptions.

(1) Court Reporters. Official court reporters are not prohibited from making voice recordings for the sole purpose of discharging their official duties. No recording made for that purpose shall be used for any other purpose by any person.

(2) Presentation of Evidence. The court may permit the use of electronic or photographic means for the preservation of evidence or the perpetuation of a record.

(3) Miscellaneous Proceedings. The court may permit the broadcasting, televising, recording, or photographing of investitive, ceremonial, or naturalization proceedings.

(4) File Review. The use of dictation equipment is permitted in the clerk's office by persons reviewing files in that office.

Effective September 1, 1990; amended effective September 6, 2011.