



OFFICE OF THE DISTRICT EXECUTIVE

Eugene J. Corcoran
District Court Executive

Margo K. Brodie
Chief Judge

PRESS PASS APPLICATION

Please print or type clearly and follow instructions. The United States District Court of the Eastern District of New York (EDNY) will make every effort to accommodate your request. However, completing a press pass application does not guarantee you a seat at a proceeding. **Please note that no electronic devices (e.g., cell phones, laptops, etc.), will be allowed in the Judge’s courtroom or the overflow courtroom. A separate media room will be made available for you to access your electronic devices. For information about the media room, contact the Clerk’s Office on the day of the proceeding.** In accordance with the Local and General Rules of the Court, photographic, video and audio recording in the courthouse at any time is strictly prohibited. **Violators will lose their press privileges.** Along with this application, all applicants **MUST** submit proof of their COVID-19 vaccination.

1. **PRESS PASS REQUEST**

Proceeding Specific (Case Name/Docket No.): _____

Please list all the dates you plan to attend the proceeding; if you plan to attend the proceeding in its entirety, write “ALL DATES”: _____

2. **CONTACT INFORMATION**

Last Name _____

First Name _____ MI _____

Title _____

Organization Name _____

Business Address _____

City, State, Zip, Country _____

Office Phone _____

Mobile Phone _____

E-Mail Address _____

3. **OTHER CREDENTIALS**

Please list any other governmental agencies/organizations with which you have press credentials, and provide a copy:

4. **AUTHORIZATON & INSTRUCTIONS - - PLEASE READ CAREFULLY**

ALL APPLICANTS: Along with this application, please submit a letter from your editor or supervisor, if any, on your company’s letterhead that authorizes you to represent the organization named above.

ALL QUESTIONS MUST BE ANSWERED. INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED.

5. **SIGNATURE - - TO BE SIGNED IN PERSON AT THE TIME CREDENTIALS ARE ISSUED**

I hereby acknowledge that I am in receipt of an EDNY press pass and/or access card, and that these credentials are **nontransferable**. I will notify the EDNY of any change in my status while I am covered by these credentials.

Signature _____ Date _____