

MEDIA REQUEST FORM

13th Judicial Circuit Court

Note: Use a Separate Request Form for Each Case

Person Requesting Media Coverage: _____

Name of Media Organization: _____

Type of Organization: ☐ Broadcast Media ☐ Print Media ☐ Internet Media

Phone: _____ Email: _____

Nature of Request: ☐ Video Recording ☐ Audio Recording ☐ Photography

☐ Electronic Transmission (text, email, posting online, etc)

County: ☐ Boone ☐ Callaway

Case Number: _____ Judge/Division: _____

Title of Case: _____

Stage(s) of the proceeding for which this request is being made:

☐ ALL ☐ Bond Hearing ☐ Preliminary Hearing ☐ Motion Hearing
☐ Jury Trial / Bench Trial ☐ Sentencing

Date(s) of Hearing(s): _____

NOTE: Court Operating Rule 16 and Local Court Rule 9.6 applies to all media coverage.

- All requests must be made in writing at least two days before the proceeding.
- The court may specify conditions of the media coverage.
- If approved, all media equipment and personnel must be in place in the courtroom at least 15 minutes prior to the scheduled commencement of the court session. Equipment may be installed in or removed from the courtroom *only when the court is not in session*.
- Individuals covering court proceedings may not have contact with, nor photograph or video, jurors.

RETURN THIS FORM TO

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