

# Minnesota House of Representatives

## Application for Audio/Video Recording during a House Committee Hearing

Pursuant to Permanent House Rules 2.40, 2.41, and 7.2, **the House Sergeant-at-Arms is charged with the responsibility of ensuring the safety** of the public, maintaining order in the House Chamber and **all other areas used for the business of the House**. For the sake of safety and security of House guests, staff, and elected officials, access to the House Committee Hearing Rooms for the purpose of audio and video recording and photography is limited.

**Please note that a pass for House Committee Hearing Room Access does not guarantee unfettered access. For the safety and security of all, the House Office of the Sergeant-at-Arms reserves the right to limit access to both the House Chamber and House Committee Hearing Rooms at any time without advance notice.**

In order to be considered for a Session House Committee Hearing Room Pass, please provide answers to the following questions. **Please return the completed form to the House Office of the Sergeant-at-Arms, State Office Building, Office 190.**

- If you have one, who is your employer/employers?
- Please describe the organization with whom you are affiliated.
- What areas of news does the organization report on?
- Please list your affiliation with any professional media organizations.  
(Possible examples: Society of Professional Journalists, Minnesota Capitol Press Association)
- Please provide the Sergeant's Office information on the long-term nature of your assignment. Do you plan to record for a finite period (i.e. the life of a bill), or throughout the session? How many days of week do you plan to record?

- **Please note** that the Sergeant's Office may request that before a committee hearing you introduce yourself to the Committee Administrators and (where applicable) the Committee Chair.

**Please note, by signing this form you are agreeing to the following:**

You agree that you are not videotaping audience members

You agree that your work is to tape a full committee hearing, and not individual members

You agree that you will not tape interactions before the committee convenes or after the committee adjourns

You understand that any recording activity must be done in the area designated by the House Sergeant-at-Arms' Office. This space is subject to the space constraints of a specific committee hearing.

You agree that if recording equipment set up in a committee hearing hinders the public's ability to watch and listen to a committee hearing, you will be asked to stop recording and remove your recording equipment.

By signing this, you will receive committee credentials. You understand that these credentials will be displayed at all times.

By signing this you agree that if your live-streaming broadcasts over the House Wi-Fi network impede access to the network for members and staff, you will be asked to discontinue the live streaming.

**By signing this you understand that violation of this agreement will be grounds for having your credentials removed at any time.**

\_\_\_\_\_  
NAME (printed)

\_\_\_\_\_  
ORGANIZATION (printed)

\_\_\_\_\_  
SIGNATURE (acknowledging agreement )

\_\_\_\_\_  
DATE

**Please return the completed form to the House Office of the Sergeant-at-Arms, State Office Building, Office 190.**