

# Minnesota Senate

## Capitol News Coverage – Credential Application

Please fill out the information below and **sign and return, with photograph, to:**

Senate Sergeant at Arms  
Minnesota Senate Building  
95 University Ave W, Room G430  
St. Paul, MN 55155  
Office: 651/296-1119  
E-mail: capitolpressinfo@senate.mn

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

Name: \_\_\_\_\_

Name of Organization: \_\_\_\_\_

Capitol Phone: \_\_\_\_\_

Newsroom Phone: \_\_\_\_\_

Fax Number: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Education: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Experience: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Print name**

**Sign name**

## Senate Rule 16

### CREDENTIALS FOR NEWS COVERAGE

16.1 (a) The Secretary of the Senate shall provide a reasonable number of spaces on the Senate floor and in the Senate gallery for individuals and organizations with credentials and passes issued under this rule.

16.2 The Sergeant at Arms may grant a day pass for access authorized under Rule 16.1, paragraph (a). The day pass may be issued for a single day to an individual or organization who has not applied for credentials and who is not prohibited from receiving credentials under Rule 16.1, paragraph (b). The pass may be granted upon the request of a member or the organization or individual, and may be renewed from day to day upon request.

(b) The Sergeant at Arms may not issue credentials or day passes under this rule to political organizations or to individuals affiliated with a political organization. For the purposes of this rule, "political organization" means an organization owned or controlled by a registered lobbyist, a political caucus, a political party, or any party organization and "individuals affiliated with a political organization" means an individual who, during the preceding 24 months, has been employed by or received any compensation from a political organization.

(c) Due to the limited space available for organizations or individuals providing news coverage of the Senate, the Senate finds that there is a compelling public interest in limiting credentials issued under this rule to organizations or individuals who demonstrate that they provide regular news coverage of the legislature. For session credentials, an organization or individual must submit an application to the Sergeant at Arms. The Sergeant at Arms must review the application and approve or reject it within 14 days after receipt. Upon the request of the Sergeant at Arms, an applicant for credentials must provide evidence of the applicant's activities in providing regular news coverage of the legislature. Evidence of regular news coverage must include examples of news coverage of legislative matters produced by the applicant. The examples must include written, video, or audio coverage written or recorded in the past year, and a description of how they were publicly distributed. Any opinion expressed in the examples is not subject to review under this rule at any time.

(d) If an application is rejected, the Sergeant at Arms must state the reason for the rejection in writing and notify the applicant, the Secretary of the Senate, the Majority Leader, and the Minority Leader in writing.

(e) An appeal of a denial of credentials must be made in writing to the Secretary of the Senate, the Senate Majority Leader, and the Senate Minority Leader. The Committee on Rules and Administration shall review and decide the appeal within 14 days after receiving a letter of appeal.

16.3 The Secretary shall compile and distribute to the public a directory of individuals and organizations who have been issued credentials under Rule 16.1 to provide news coverage from the Senate floor. The directory must include each individual's picture and organization and a brief biography.

16.4 The Secretary must issue each individual or organization with credentials an identification badge showing the individual's name and organization. The individual must wear the badge when in the Senate Chamber.

16.5 (a) A credential shall be revoked by the Sergeant at Arms if the Sergeant has received credible information indicating that the individual or organization either was not qualified to receive the credential when it was given, or no longer qualifies for a credential.

(b) An appeal of a revocation of credentials must be made in writing to the Secretary of the Senate, the Senate Majority Leader, and the Senate Minority Leader. The Committee on Rules and Administration shall review and decide the appeal within 14 days after receiving a letter of appeal.

*-Permanent Rules of the Senate, 89<sup>th</sup> Legislative Session.*

*adopted January 06,2015*

## Rule 16 Statement

I understand that Senate Rule 16 prohibits news coverage credentials or day passes from being issued to political organizations. By signing this statement, I am affirming that:

- (1) any use of the credentials or pass I am applying for will not be made on behalf of an organization owned or controlled by a registered lobbyist, a political party, or any political party organization. The Sergeant at Arms may not issue credentials or day passes under this rule to political organizations or to individuals affiliated with a political organization. For the purposes of this rule, "political organization" means an organization owned or controlled by a registered lobbyist, a political caucus, a political party, or any party organization and "individuals affiliated with a political organization" means an individual who, during the preceding 24 months, has been employed by or received any compensation from a political organization. Additional terms are defined in Rule 16 of the Senate as adopted by the Senate on January 06, 2015.
- (2) I have received a copy of Senate Rule 16;
- (3) if this application is made on behalf of an organization, that the organization is not a political organization within the meaning of Senate Rule 16; and
- (4) I have an affirmative continuing duty to inform the Senate Sergeant at Arms regarding any material change that would affect this statement.

By \_\_\_\_\_

Dated \_\_\_\_\_

\_\_\_\_\_  
Print name

\_\_\_\_\_  
Representing (name of Organization)