

**UNITED STATES DISTRICT COURT
NORTHERN DISTRICT OF FLORIDA**

Media Guidelines

(1) Court Orders/Web Page/Electronic Access to Court Records - The Court speaks through its orders. Copies of court orders, pleadings, and other court file documents are available in the Clerk's Offices in the Northern District of Florida. The cost is 50 cents per page. The Court's web site, www.flnd.uscourts.gov, contains information pertaining to orders, schedules, notices, and filings. Current docket sheets and documents in most pending civil and criminal cases are also available electronically over the Internet through the Court's CM/ECF system. In order to access the system, you will need a national PACER (Public Access to Court Electronic Records) account. To obtain a PACER account, contact the PACER Service Center at:

PACER Service Center, P. O. Box 780549, San Antonio, TX 78278
(800) 676-6856 or (210) 301-6440
www.pacer.psc.uscourts.gov

(2) Cameras and Recording Equipment. Cameras and video or sound recording equipment are permitted in a courthouse of the United States District Court for the Northern District of Florida only if a judicial officer of the Court, or a court-authorized official, has approved in advance the use of the equipment within the courthouse. Such approval for limited use is normally given upon request for Naturalization Ceremonies, Investitures, and other ceremonial events.

(3) Cell Phones and Electronic Equipment. Cellular phones, pagers, two-way radios, laptop computers, and other electronic equipment must be checked in at the courthouse entrance security desk, and any use thereof is only permitted within the entrance lobby and within plain view of the entrance area security officers, unless prior authorization has been received from the presiding judicial officer. Court approval for courtroom use of laptop computers by attorneys will normally be granted upon request.

(4) Interviews. Media interviews may be conducted in the area outside the front entrances to the courthouses of the U.S. District Court for the Northern District of

Florida, as long as there is no interference with normal ingress and egress and no harassment of persons involved in, or observing, court proceedings. No media interviews shall be conducted within the courthouses without the prior approval of the presiding judicial officer. In the event of inclement weather, interviews may upon request be permitted in the lobbies of the courthouses, subject to any conditions set by the Court. In high profile or highly publicized cases, and with prior authorization by the presiding judicial officer, the counsel of record may arrange for press conferences or media interviews to be conducted, subject to any conditions set by the Court.

(5) Communications with Jurors. Media representatives shall not communicate with jurors or their families during any jury selection or trial and are prohibited from communicating at any time with grand jurors about any matter which occurred or may occur before the grand jury, including after the grand jury has completed its service. Media representatives are prohibited from entering the jury assembly areas, grand jury rooms, and the jury deliberation room at any time during jury selection and trial (including recesses).

(6) Security in Courthouses. All persons, including media representatives, entering the federal courthouses in the Northern District of Florida are required to pass through an electronic metal detector and present any bags, parcels, brief cases, equipment, etc. for inspection. Presentation of photo identification is also required.

(7) Compliance. The Court and the United States Marshals Service will enforce these guidelines. Failure to comply with any of these guidelines may result in sanctions.

(8) Approval by Court. These guidelines were approved by the Court on March 26th, 2004 and are effective immediately.

William M. McCool
Clerk of Court