

EXTENDED MEDIA COVERAGE GUIDANCE FOR CAMERA OPERATORS

Extended media coverage in the 16th Judicial Circuit Court must be conducted in accordance with the Illinois Supreme Court's Policy on Extended Media Coverage in the Circuit Courts of Illinois and 16th Circuit Court Local Rule 1.14A. Copies of Local Rule 1.14A and forms suitable for use are available from the Office of the Chief Judge, the Kane County Law Library and Self-Help Center, and the Circuit Clerk's Office.

By conducting extended media coverage you are charged with constructive knowledge of all the above referenced provisions. The purpose of this document is solely to make particular reference to relevant provisions for courtroom conduct. It does not amend or revoke any provision not set out below.

- **Extended media coverage requires the advanced permission of the court.** You will not be allowed to bring camera equipment into the courthouse at all unless an order has been entered by the judge. You are allowed to bring cameras only into the courtroom listed in the court order. You will receive instructions as to the subject case(s) you are assigned to film or photograph from either the Media Coordinator or Media Liaison, including time and place.
- **Cameras may be installed in the courtroom only when court is not in session.**
- **Failure to arrive on time may result in forfeiture of the privilege of extended media coverage.**
- **Court personnel will direct you to an assigned location in the courtroom.** Locations will vary depending on the layout of the courtroom and nature of the proceedings being covered.
- **Cameras shall be operated from fixed positions.** Camera operators are not permitted to move about the courtroom. Without being distracting, camera operators located within the back of a courtroom may sit and stand as necessary.
- **Cameras may not be used when the court is not in session.** When a case number is called or a judge announces a case is "back on the record" filming and photography is generally permitted, unless otherwise instructed or ordered.
- **Cameras may not be distracting.** Cameras may not have any independent light sources including flashbulbs, make any audible sounds, or other visible signals to indicate when the camera is operational. Changing video tapes or film is not permitted when court is in session.
- **Cameras may not focus on material on counsel tables, materials on evidence carts, or materials that have not yet been presented as evidence to the court.**
- **Grand Jurors, Jurors and jury selection cannot be filmed, photographed or recorded.**
- **Cameras may be removed from the courtroom only when court is not in session.** When covering a single case within a larger court call, the judge or court staff will direct your departure from the courtroom.

Please note that while conducting a hearing the court may issue any number of additional orders concerning extended media coverage.

**IN THE CIRCUIT COURT OF THE SIXTEENTH JUDICIAL CIRCUIT
KANE COUNTY, ILLINOIS**

Case No. _____

Plaintiff/Petitioner	Defendant/Respondent	File Stamp

REQUEST FOR EXTENDED MEDIA COVERAGE

NOW COMES the undersigned, who states as follows:

1. Certain representatives of the news media request to use the following in extended media coverage of the above proceeding (*check all that apply*): photographic equipment television cameras
 electronic sound recording equipment Other _____
2. The trial or proceeding is scheduled to take place on _____ at _____ m,
in courtroom _____ of the Kane County Judicial Center, in Saint Charles, Illinois,
 Kane County Courthouse in Geneva, Illinois. This request for extended media coverage includes every part of such proceeding and any later proceedings caused by delay or continuance.
3. The request for extended media coverage is described as follows: (*Include type of equipment and number of personnel, e.g. the number of photographers with still cameras*):

4. This request for extended media coverage is filed (*check the appropriate box*):
 At least fourteen (14) days in advance of the proceeding identified above; or
 Less than fourteen (14) days in advance of the proceeding identified above because

_____.

5. A copy of this notice is being provided by the undersigned to all counsel of record, parties appearing without counsel, the Court Media Liaison, and the Judge presiding over the above proceeding.
6. The undersigned acknowledges that the news media making this request shall abide by all the provisions of the Policy for Extended Media Coverage in Circuit Courts of Illinois and the 16th Circuit Court Local Rule on Extended Media Coverage.
7. The following person is nominated as Media Coordinator: (*fill in if applicable*) _____
_____.

Respectfully submitted by (*print name*) _____ (*check one*) on behalf of News
News Media _____ or as Media Coordinator

Signature _____

Address: _____

Telephone: _____ E-mail Address: _____

**IN THE CIRCUIT COURT OF THE SIXTEENTH JUDICIAL CIRCUIT
KANE COUNTY, ILLINOIS**

Case No. _____

Plaintiff/Petitioner	Defendant/Respondent	File Stamp

NOTICE OF FILING OF REQUEST FOR EXTENDED MEDIA COVERAGE

TO: *(here list name(s) and address(es) of those required to receive this notice: Attorneys of record; Parties appearing without counsel, if any; Court Media Liaison; Judge presiding; Witness(es) in the above entitled proceeding)*

PLEASE TAKE NOTICE that the attached Request for Extended Media Coverage has been filed in the above case on *(date)* _____ pursuant to Sixteenth Judicial Circuit Court Local Rule 1.14A. Any party or witness may file a written objection to the Request for Extended Media Coverage with the Kane County Clerk of the Court. Any such objection must be filed at least three days before the commencement of the proceeding if filed by a party, or at any time prior to the commencement of the proceeding if by a witness. Local Rule 1.14A and sample forms for objection are available at the Office of the Kane County Circuit Court Clerk, the Office of the Chief Judge of the Sixteenth Judicial Circuit, and the Kane County Law Library and Self-Help Legal Center, and can be viewed online at www.kclawlibrary.org under *Local Court Rules and General Orders*.

Signature _____

Name: _____

Address: _____

Phone: _____

E-mail: _____

**IN THE CIRCUIT COURT OF THE SIXTEENTH JUDICIAL CIRCUIT
KANE COUNTY, ILLINOIS**

Case No. _____

Plaintiff/Petitioner	Defendant/Respondent	File Stamp
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OBJECTION TO EXTENDED MEDIA COVERAGE

NOW COMES _____, who states as follows:
(print name)

1. Extended media coverage has been requested for the above matter.
2. *(check only one)*

I am a party in this proceeding, and state that there is good cause to believe that the presence of extended media coverage, under the particular circumstances of the proceeding, would materially interfere with the right of the parties to a fair trial, and the fair and impartial administration of justice for the following specific facts and circumstances:

or

I am not a party, but expect to be called as a witness in this proceeding, and I object to extended media coverage for the following reasons:

(specifically list all facts and circumstances supporting this allegation) _____

3. This objection is filed before the commencement of the proceeding for which extended media coverage has been requested. *(check and complete one of the following if you are a party)* This objection is filed at least three (3) calendar days before the proceeding, *or* I am requesting the Court to excuse the three-day filing requirement for the following reasons(s) _____

4. *(check if you are a party)* I have served a copy of this objection upon all Counsel of record; Parties appearing without counsel, if any; the Court Media Liaison; the Judge presiding over the proceeding; and to the requesting News Media or Media Coordinator.

WHEREFORE, I object to extended media coverage of this proceeding for the above stated reasons.

Address: _____

Telephone: _____

E-mail Address: _____

Respectfully submitted,
Signature _____
Printed Name _____

**IN THE CIRCUIT COURT OF THE SIXTEENTH JUDICIAL CIRCUIT
KANE COUNTY, ILLINOIS**

Case No. _____

Plaintiff/Petitioner	Defendant/Respondent	File Stamp
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NOTICE OF FILING OF OBJECTION TO EXTENDED MEDIA COVERAGE

TO: *(here list name(s) and address(es) of those required to receive this notice: Attorneys of record; Parties appearing without counsel, if any; Court Media Liaison; Judge presiding; Media Coordinator or News Media)*

PLEASE TAKE NOTICE that the attached Objection to Extended Media Coverage has been filed in the above case on *(date)* _____ pursuant to Sixteenth Judicial Circuit Court Local Rule 1.14A. Local Rule 1.14A is available at the Office of the Kane County Circuit Court Clerk, the Office of the Chief Judge of the Sixteenth Judicial Circuit, and the Kane County Law Library and Self-Help Legal Center, and can be viewed online at www.kclawlibrary.org under *Local Court Rules and General Orders*.

Signature _____

Name: _____

Address: _____

Phone: _____

E-mail: _____

**IN THE CIRCUIT COURT OF THE SIXTEENTH JUDICIAL CIRCUIT
KANE COUNTY, ILLINOIS**

Case No. _____

Plaintiff/Petitioner	Defendant/Respondent	File Stamp
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ORDER ON REQUEST FOR EXTENDED MEDIA COVERAGE

THIS MATTER coming before the Court on a filed request for extended media coverage, the Court hereby orders as follows:

The Request for Extended Media Coverage is continued for hearing to _____ at _____ m, in courtroom _____ of the Kane County Judicial Center Kane County Courthouse

Within the guidelines of the Illinois Supreme Court Policy on Extended Media Coverage and Sixteenth Judicial Circuit Court Local Rule 1.14A, extended media coverage is granted in connection with the proceeding scheduled to commence on _____ at _____ m and for all subsequent proceedings until full conclusion of the case or as otherwise ordered by the Court and subject to ruling on any filed objections, as follows:

- Still Photography: _____
- Video recording (with existing audio recording): _____
- Audio Recording: _____
- Other: _____

The following conditions, exceptions and/or additional restrictions shall apply:

- The following person is designated as Media Coordinator: _____
- Extended media coverage is denied. _____
- Other: _____

Date _____

Judge _____