

# INSTRUCTIONS

## Form 600-00051: Permanent Registration for Media Organization/Individual

Prior to submitting any application, read the [superior court rule](#) and [Supreme Court rule](#) regarding devices and the accompanying [administrative order](#).

Review the different applications and choose the correct form.

Submit application as indicated in the instructions.

1. This form allows media organizations and individuals to obtain a permanent registration certificate. See V.R.C.P. 79.2(d)(2)(A); V.R.A.P. 35(d)(2)(A); A.O. 46 § 1(b).
2. News organizations must file one form and name a primary registrant. The primary registrant must certify and sign the form. The organization must list other persons authorized under the registration.
3. An individual (not associated with one organization) must complete and sign the form.
4. The completed form must be saved as a PDF and sent to [jud.mediaregistration@vermont.gov](mailto:jud.mediaregistration@vermont.gov).
5. The applicant will receive written notice of a decision by email.
6. The applicant will receive a certificate by email if the application is granted.
7. An applicant can seek review of a denial by filing written notice with the Supreme Court.
8. Registered organizations and individuals are listed on the Judiciary website at [www.vermontjudiciary.org/mediaregistration](http://www.vermontjudiciary.org/mediaregistration)
9. All registrants (whether organizations or individuals) must update registration information, including the list of persons authorized to act under the registration.

# STATE OF VERMONT

## Permanent Registration for Media Organization/Individual

Send completed application to: [jud.mediaregistration@vermont.gov](mailto:jud.mediaregistration@vermont.gov)

Name of Organization (if any): \_\_\_\_\_

Name of Primary Registrant: \_\_\_\_\_ Title: \_\_\_\_\_

Mailing address: \_\_\_\_\_ Telephone: \_\_\_\_\_

Email Address of Primary Registrant: \_\_\_\_\_

**Authorized Persons** (list all persons authorized to act under this registration - please attach a separate sheet if necessary)

Name	Title	Email Address

I, the primary registrant named above, certify that:

1. I have read and understand the terms of **Vermont Rule of Civil Procedure 79.2, Vermont Rule of Appellate Procedure 35 and Vermont Supreme Court A.O. 46** and will comply with the provisions of those rules. I will ensure that all authorized persons for my organization have read and will comply with those rules.
2. I am a member of the Media, as defined in **V.R.C.P. 79.2(b)(6)**, because I regularly gather, prepare, photograph, record, write, edit, report, or publish news or information about matters of public interest for dissemination to the public in the following publication(s) or broadcast news outlet(s).  
(Describe your work):  
\_\_\_\_\_  
\_\_\_\_\_
3. I will file an Amendment to Permanent Media Registration (600-00054) to update the contact information for my organization or to update the list of authorized persons.

Signature: \_\_\_\_\_

Printed Name: \_\_\_\_\_ Date: \_\_\_\_\_

### **DECISION**

(This section to be completed by the Court Administrator or designee)

Authorization is:

**Granted**

**Denied**

The applicant does not meet the definition of media  
Other: \_\_\_\_\_

Signature: \_\_\_\_\_

Printed Name: \_\_\_\_\_ Date: \_\_\_\_\_

**If permission is denied, you have the right to seek review by filing written notice with the Supreme Court.**