

Rule 7 MEDIA

(A) In accordance with Rule 12 of the Rules of Superintendence for the Courts of Ohio, the procedures which follow are to be used when there is broadcasting, televising or photographing or otherwise recording court proceedings.

(B) Media representatives shall make a request in writing to the judge presiding over the proceedings. Requests shall be made on a form “Application Requesting Permission to Broadcast, Televis, Photograph, or Record Courtroom Proceeding.” (“Media Application”). Media applications must be made as far in advance as possible but not less than 30 minutes prior to the courtroom session to be recorded. The judge presiding over the proceeding may waive advance notice for good cause.

(C) The judge presiding over the proceedings will then grant or deny permission for the proposed request.

(D) Only representatives of federally licensed broadcast or cable media outlets (licensed by the Federal Communications Commission) or a member of the Associated Press, Reuters, or otherwise nationally recognized news/wire service, or local print or internet media business entities who regularly report on cases occurring in the Toledo Municipal Court (collectively “Authorized Media Representatives”) shall be permitted to submit a Media Application.

(E) The Court Administrator’s Office will act as a liaison between the court and Authorized Media Representatives to implement this rule.

(F) Media representatives are responsible for pooling without involving the court in any way, except to notify it of pooling arrangements. Television stations and radio stations must decide which of them shall cover the proceedings, and only one of each may then cover any one proceeding. The newsprint media must decide which of them shall cover the proceedings for photographic coverage, and only one photographer may then be allowed in the courtroom at any one time. If a dispute arises among or between the media representatives during any proceeding, the judge may exclude all contesting representatives from the remaining case proceedings.

(G) Upon approval of a Media Application, the judge shall specify the place or places in the courtroom where reporters, operators, and equipment are to be positioned. They are responsible for providing their own equipment, including sufficient equipment leads to ensure they are able to be stationed in the designated location. Only existing lighting within the courtroom may be used.

(H) There shall be no audio pickup or broadcast of conferences conducted in the courtroom between attorneys and clients or co-counsel or of conferences conducted at the bench between counsel and judges.

(I) The judge shall inform victims and witnesses of their right to object to being filmed, videotaped, recorded, or photographed.

(J) Unless permitted by the judge, there shall be no filming, videotaping, recording, or photographing of jurors or prospective jurors. If recording proceedings without including the jury as part of the background is impossible, it shall only be permitted when individual jurors cannot be identified.

(K) Media representatives shall not be permitted to transmit or record anything other than the court proceedings from the courtroom while the court is in session.

(L) Except when expressly permitted by a Toledo Municipal Court judge under these Rules, electronic devices shall not be used by anyone, including Authorized Media Representatives, within any area of the court building, including designated areas, to:

- (1) take or record a photograph, video, or other visual image, or;
- (2) record, transmit, or receive audio or sound.

(M) Upon the failure of any media representative to comply with the conditions prescribed by this rule or the judge, the judge may revoke the permission to broadcast or photograph the court proceedings.