

MEDIA REQUEST FORM

NAME OF PERSON REQUESTING COVERAGE:

NAME OF ORGANIZATION:

ADDRESS:

PHONE NUMBER:

NATURE OF REQUEST:



PHOTO



AUDIO



VIDEO

PURPOSE:

DATE:

All requests must be made in writing prior to the commencement of the Council meeting.

All media equipment and personnel must be in place in the hearing room at least 15 minutes prior to the scheduled commencement of the Council meeting. Equipment may be installed in or removed from the hearing room *only when the Council is not in session.*

RETURN THIS FORM TO:

Bethany Rhodes, Director and General Counsel
30 E. Broad Street | Columbus, OH 43215
or email to: info@orsc.org