

Central Florida Media Committee – Memorandum of Understanding

Seminole County Criminal Justice Center Use and Media Operations

DEADLINE TO CONFIRM & ACCEPT TERMS AND CONDITIONS FOR MEDIA USE AREAS - FRIDAY MAY 10, 2013 6 PM

At the request of the 18th Judicial Circuit the Central Florida Media committee has been asked to make recommendations and assist in the planning and logistics to matters related to the media covering the State of Florida vs. George Zimmerman. PLEASE REVIEW THIS DOCUMENT AND MAKE RESOURCE SELECTIONS AND SIGN, SCAN AND EMAIL TO info@cflmedia.org before Friday May 10, 2013 at 6 PM. After this deadline unclaimed space and resources will be reassigned to media outlets requesting more space and resources.

The committee has received your request for space in the designated media area in the parking lot of the Seminole County Criminal Justice Center and provided your organization with the following space(s):

[Link to Map:](#)

The special event permit in which the media will operate under requires the grass in the media areas be returned in the same state before the event. Your organizations acceptance of the assigned grass spots requires a deposit of \$400 per 10'X14' plot. At the completion of the event your organization's deposit will either be returned or presented to Seminole County.

The special event permit issued by Seminole County for media operations at the Seminole County Criminal Justice Center covering the State of Florida vs. George Zimmerman requires media outlets operating within the assigned media areas to work within the approved parameters of the permit. The complete list of parameter can be found in the "Media Special Event Permit Supplemental Information" document. [Link: Media Special Event Permit Supplemental Information](#)

Here is a summary of some of the key provisions and advisories:

- Media outlets are individually responsible to provide their own electrical power and secure permits as required under Seminole County code.
- Media outlets are individually responsible to provide their own internet service
- Media outlets may only install and use structures and tents approved the special event permit and must secure permits as applicable.
- IF your organization accepts a grass plot assignment(s) your organization must provide a blank money order in an unsealed self addressed stamp envelope. The address should be the primary contact's name and address for the return of the deposit should repairs be unnecessary.
- InSession will serve as the courtroom pool provider – no other cameras or recording devices are allowed in the courtroom.
- The Central Florida Media committee will provide HD-SDI and SD-SDI connections to the courtroom and press conference feeds to approved media organizations on site at no cost. Media outlets will be provided with either an HD or SD feed and are required to provide BNC cables, recording devices to connect to the pool feed and distribute it within their work areas.
- The domestic television networks will provide a HD satellite feed of the court – satellite downlink information will be posted on cflmedia.org.
- A cooperative among the media outlets has been created to share expense in providing an air conditioned 10 stall portable restroom trailer within the approved media work area. The base expense is approximately \$2300 excluding tax and setup and will be split among media outlets to join in the cost sharing cooperative.
- Media outlets accepting space and resources must install equipment before Friday June 7, 2013 at Noon ET. Media outlets that fail to move into assigned space will waive their claim to the spots and they may be reassigned.

Media Outlet Space and Resource Acceptance:

Media Outlet: _____

Primary Technical Contact (Name): _____

Primary Technical Contact Phone: _____

Primary Technical Contact Email: _____

YES	YES - My organization wishes accept the space and resource assignments in the parking lot – (please provide specific information in the tables below)	
NO	No - - My organization DOES NOT wish to accept the space and resource assignments in the parking lot.	
HD	My organization wishes to connect to the HD feed of the courtroom and press conference in the parking lot	
SD	My organization wishes to connect to the SD feed of the courtroom and press conference in the parking lot	
YES	YES - My organization wishes to join the cooperative to provide a 10 stall mobile restroom and we agree to pay a portion of the total costs as billed by Orbital Communications.	
NO	No - My organization DOES NOT wish to join the cooperative to provide a 10 stall mobile restroom and we will make our own arrangements for sanitation services.	
NUMBER OF GRASS PLOTS	X \$400	DEPOSIT DUE

Media Outlet Representative Name:

Media Outlet Representative Signature

Media Outlet Representative Email:

Media Outet Representative Phone: