

2019 Florida Bar Annual Convention

MEDIA GUIDELINES

Schedule of Events: www.floridabar.org/annualconvention

Contact information for Public Information Director Francine Walker:
fwalker@floridabar.org; cell (850) 321-7846

TO: Members of the News Media

Thank you for your interest in reporting on the 2019 Annual Convention of The Florida Bar. Because most of our meetings are open, we will not be issuing media credentials and ask that you adhere to the following guidelines as you cover Florida Bar events:

Identification

Please wear your **media outlet-issued photo identification badge**. A Florida Bar badge will not be issued to members of the media for this meeting.

Media Work Room

If you will need an on-site work area with wi-fi, please contact Francine Walker as soon as possible.

Meeting/Event Attendance

- You may cover any meeting or event **sponsored by The Florida Bar**. If you arrive before the meeting starts, please introduce yourself to the chair. If you arrive after the meeting has started, please introduce yourself to the chair at the conclusion. Your questions should be held until the conclusion of the meeting or posed during a subsequent interview you arrange.
- If you wish to cover meetings or events **sponsored by other organizations during this convention**, such as law schools, The Florida Bar Foundation, Florida Lawyers Mutual Insurance Company, etc., **you must secure permission from an official with those organizations** to attend their functions.
- In Florida Bar meetings, seating is prioritized for committee members, convention registrants and invited guests/speakers. If seating is at capacity, you will need to stand or ask the Bar staff meeting coordinator to add a chair for you at the side or rear of the room.

Luncheons

If you would like to have a meal, please purchase a ticket. Tickets are available for purchase online at www.floridabar.org/annualconvention and, if available, will be sold at The Florida Bar Registration Desk during the convention.

If you would like to cover the event but not eat, special entry and seating will be provided to you. Please contact Francine Walker in advance to make those arrangements.

Interviews with Bar Officers

Individual interviews with Florida Bar officers **should be requested in advance** by contacting Francine Walker.

Photographs/Audio and Video Taping

Taking photographs, recording audio and videotaping are permitted but must be done as unobtrusively as possible and, if applicable, in coordination with Florida Bar photographers and videographers in the meetings. Please set all cameras and equipment to silent mode and avoid blocking the view of the audience members. If you would like to patch into the house sound system, please arrive early and work with the staff coordinator and hotel a-v representative. Any expense incurred in working with the hotel for audiovisual needs must be paid by your media outlet.