



## Louisiana House of Representatives Office of Sergeant-At-Arms

### ***Media Identification Badges:***

On behalf of the Louisiana Legislature, the House Office of Sergeant At Arms has begun processing Legislative Media badge applications for the upcoming Legislative year. **Current badges will expire January 2023. Media Day Passes are not issued.** All media badge applications are reviewed and must be approved before Legislative media badges are issued.

Legislative media badges are not required when reporting and communicating legislative proceedings. Media badges are issued as a security measure and may expedite entry into the building and gaining access into certain designated areas during proceedings of the Legislature when space is available.

To receive a Legislative media badge, an applicant CANNOT be an employee of an organization that engage in lobbying or paid advocacy, advertising, publicity or promotions for any individual, political party, corporation, organization or government agency. In addition, the applicant MUST BE a salaried staff correspondent, reporter or photographer regularly employed by a newspaper, television station, radio station, or other recognized and approved news gathering operation. The employing entity must verify the applicant's employment.

***News media badges issued by any other entity are not valid for entrance to the designated media areas of the Capitol.***

The cost of a **new** identification badge is **\$10.00 per badge and will expire January 2024.** The replacement cost for a lost badge is \$10.00. **WE CANNOT ACCEPT Cash, Debit or Credit Cards.** We can only accept money orders, personal checks, or company checks. Please complete the online form as instructed or return the printable form via email to: [HouseSgt.atArms@legis.la.gov](mailto:HouseSgt.atArms@legis.la.gov) or via U.S. mail with Check or Money Order payment to:

**Office of Sergeant At Arms-HOUSE  
P.O. Box 94062  
Baton Rouge, LA 70804**

### **Other Important Information to Know:**

- Media badges do **not** exempt the media from entering the Capitol without going through security.
- Balcony seating is always open. Media badges are not required to monitor session proceedings from either Legislative Chamber Balcony.
- The Taking of Photographs from the Chamber Balcony is **not** allowed.

***You will be notified upon approval or denial of your application.***

Once approved and payment received, your identification badge will be created and available on your next visit to the State Capitol in the **Office of the Sergeant at Arms, Basement Floor, Room 151.**

If you have any questions, please contact our office at 225-342-1228.

Respectfully,

A handwritten signature in black ink, appearing to read "Clarence R. Russ, Jr.".

Clarence R. Russ, Jr.  
Chief Sergeant at Arms

***The Legislature reserves the right to search any person entering the State Capitol Complex.***

klm'23