# MEDIA ACCESS REQUEST FORM

**U.S. Army Garrison Fort Hunter Liggett**
Building 238, California Avenue, Fort Hunter Liggett, CA
93928-7000 | home.army.mi/liggett

| **Media Outlet Information** | |
|---|---|
| Organization: | Address: |
| News director: | |
| News director email: | Website: |
| News director signature: | Phone: |
| Media type: ☐ Print Media ☐ Broadcast/Radio ☐ TV/Films ☐ Online | |

| **Media Representative Information** | |
|---|---|
| Name: | Email: |
| Work phone: | Mobile phone: |
| Job title: | |

| **Coverage Requested** | |
|---|---|
| Date(s) of coverage: | Story release date: |
| Story description: | |
| How will footage be used (e.g. Facebook post, evening news broadcast)? | |

| **Please return completed form to** | |
|---|---|
| Public Affairs Office phones:<br>(831) 386-2682, (831) 386-2630,<br>(831) 386-2530 | Email:<br>usarmy.hunterliggett.id-readiness.mbx.fhl-pao@army.mil |

**By signing above, both the news agency and their representative agree to abide by the following conditions:**

1. Adhere to instructions provided in ground rules given upon arrival at Fort Hunter Liggett.
2. Stay with assigned escort at all times and wear media badge issued by the Public Affairs Office.
3. Provide Public Affairs Office with a copy of finished news product.

| **PAO USE ONLY:** | Date received: | SCAR initiated: | CG decision:<br>☐ Approved ☐ Denied Date: |
|---|---|---|---|