

**SUPERIOR COURT OF THE STATE OF CALIFORNIA  
IN LOS ANGELES COUNTY**

**PHOTOGRAPHY AND ELECTRONIC RECORDING PROCEDURES FOR THE  
PASADENA COURTHOUSE**

*These procedures are to ensure the security and efficient handling of cases and events in the Pasadena Courthouse. No filming, photography or electronic recording is permitted in the courthouse except as permitted in the courtroom consistent with California Rules of Court, Rule 980, or in the courthouse consistent with specific court rules or orders. These procedures have been developed for the Local Court Rule 4.1 or protection of all parties and are subject to modification based on specific circumstances or wishes of an individual trial court judge in the courtroom, courthouse site judge or supervising judge of the district. Violation of these orders will result in contempt of court or monetary sanction pursuant to Code of Civil Procedures 177.5*

1. Law enforcement press passes or other recognized media credentials shall be presented for inspection to Sheriff or Court personnel upon request before bringing in media coverage equipment as defined in Local Court Rule 4.1 (h)<sup>1</sup> and using designated media areas.
2. Requests for media coverage as defined in Court Rule 4.1 (h) in courtrooms, using the designated form under California Rules of Court, Rule 980, shall be submitted to the trial judge.
3. Special requests for filming courtrooms, jury rooms or employee work areas shall be made in writing and shall be made through the Los Angeles Superior Public Information Office five days before the proposed filming or photographing is to occur, unless good cause is shown. The request should include the amount of time needed to complete the assignment. Time limits will be strictly enforced.
4. Media coverage equipment as defined in Court Rule 4.1 (h) shall be used only in the designated media areas and not in any hallway or elevator outside of the designated areas. Hand-held audio tape recorders are permitted in the courthouse outside of the courtroom, so long as they comply with paragraph 10 of this Order. .
5. Designated media areas for media interviews as defined in Court Rule 4.1(h), press conferences and on-camera statements to the media and members of the public are:
  - 1<sup>st</sup> floor - Corridor that runs between the main entrance and the judge's entrance of the building. If there are more than four media crews (television and print), pools for each medium will be selected. Cameras must shoot toward the west wall.
  - 2<sup>nd</sup> floor - South end of the corridor that runs parallel to Garfield Avenue. If there are more than four media crews (television and print), pools for each medium will be selected. Cameras must shoot toward the wall.