



VICTORIA POLICE

## APPLICATION TO BE AN AUTHORISED MEDIA ORGANISATION

Part 13 Division 3 (Agency photographs) of the *Victoria Police Act 2013* (the Act) allows authorised media organisations to apply to Victoria Police for the release of Agency Photographs of guilty offenders. Prior to making such an application, an organisation or individual must apply to be classified as an 'authorised media organisation' under s236 of the Act. Only 'authorised media organisations' are entitled to apply for the release of Agency Photographs.

Only 'media organisations' are entitled to be classified as an 'authorised media organisation' under the Act. A 'media organisation' is defined by the Act as meaning a person or body who engages in journalism. Journalism is defined by s235 of the Act.

This form is to be used by a media organisation that is applying to become an authorised media organisation under the Act.

Should the application be successful, further applications may be made for the release of an agency photograph to the authorised media organisation. Should the application be unsuccessful, the prescribed processing fee will not be refunded.

### Instructions for submitting the application:

- Complete the relevant part of Section 1 as required
- Attach cheque or money order for the prescribed fee made payable to Victoria Police
- Sign the acknowledgement at Section 2
- Attach proof of identity as required by Section 1
- Mail this form and all attachments to:

Media Unit, Victoria Police  
Victoria Police Centre  
G.P.O Box 913  
Melbourne, VIC, 3001

### Section 1: Applicant Details

Please note that an application may be made either by an individual in that person's own right, or by a representative of an organisation on behalf of that organisation. Where an application is being submitted on behalf of a media organisation, the media organisation's representative must be the Editor or Chief of Staff.

#### If applying on behalf of an organisation:

*Organisation Details:* Organisation Name: \_\_\_\_\_  
A.C.N.: \_\_\_\_\_ A.B.N.: \_\_\_\_\_  
*Personal Details:* Name: \_\_\_\_\_  
Relationship With Organisation: \_\_\_\_\_  
*Contact Details:* Postal Address: \_\_\_\_\_  
Telephone (B/H): \_\_\_\_\_ Telephone (Mobile): \_\_\_\_\_  
Email: \_\_\_\_\_

Applications submitted by organisations must include a letter from the Editor or Chief of Staff on the organisation's letterhead.

#### If applying as an individual:

*Personal Details:* Name: \_\_\_\_\_  
Postal Address: \_\_\_\_\_  
*Contact Details:* Telephone (B/H): \_\_\_\_\_ Telephone (Mobile): \_\_\_\_\_  
Email: \_\_\_\_\_

Applications submitted by individuals must include a:

- certified copy of a current drivers licence, passport or Keypass; AND
- nominated referee (eg Editor or Chief of Staff) and contact number who can confirm status.

*Nominated Referee Name and Contact Number:* \_\_\_\_\_

Victoria Police may require further information to confirm the applicant's identity and their function as a journalist. If this is necessary, Victoria Police will contact the organisation or individual using the contact details given in Section 1.



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**Section 2: Acknowledgement of Applicant**

In making this application under s236 of the *Victoria Police Act 2013*, you acknowledge the following;

- That your organisation conducts journalism as defined by s235 in the *Victoria Police Act 2013*;
- That if granted, an authorisation will be given to you in writing in accordance with s238 of the *Victoria Police Act 2013*, and that the authorisation is made strictly subject to any conditions as specified on the authorisation;
- The applicant must fully comply with the authorisation, and that failure to do so constitutes a criminal offence under s242(1) of the *Victoria Police Act 2013*;
- That should you, the applicant, breach the requirements contained within s242(1) of the *Victoria Police Act 2013*, Victoria Police may revoke the authorisation of the applicant in accordance with s242(3) of the Act;
- That as prescribed by s242(2) of the *Victoria Police Act 2013*, it is a criminal offence to use an agency photograph provided by Victoria Police in any way except for the following;
  - (a) in the course of journalism carried on by the organisation;
  - (b) in accordance with the authorisation under s238 under which the photograph is given to the media organisation; and
  - (c) in accordance with – i) any applicable privacy standard published or determined by the Australian Press Council or, ii) any applicable code published or determined by, or registered with or notified to the Australian Communications and Media Authority, established under the Australian Communication and Media Authority Act 2005 of the Commonwealth.
- That should you, the applicant, at any time breach s242(2) of the *Victoria Police Act 2013*, Victoria Police may revoke the authorisation of the applicant in accordance with s242(3) of the Act.

Signature: \_\_\_\_\_ Full Name in Block Letters: \_\_\_\_\_

**Office Use Only**

Date Received: \_\_\_\_\_  Cheque  Money Order

Date Payment Processed: \_\_\_\_\_ Receipt Number: \_\_\_\_\_

Authorisation Status:  Approved  Rejected Response Sent to Applicant:  Yes  No

Authorised Media Organisation Reference No.: \_\_\_\_\_ Authorising Member: \_\_\_\_\_