



Information & Public  
Relations Department,  
Secretariat, Chennai - 600009.

**அங்கீகார அட்டை - 2025 புதியது விண்ணப்பம்**

**APPLICATION FOR NEW MEDIA ACCREDITATION CARD - 2025**

1) Passport size photo :

2) Name of the applicant  
(In capital letters) :

3) Designation  
(Please State full time or part time) :

4) Date of Birth and Age :

5) Aadhaar Card No.  
(enclose copy of the card) :

6) Name of the Organisation,  
Address, Tel. / Mob. No. & E-mail :

7) Type of organisation  
(Please state Newspaper (Morning) /  
Newspaper (Evening) / Radio /  
TV Channel / News agency) :

8) Residential Address,  
Telephone / Mobile No, E-mail :

9) Whether accredited to PIB of  
Government of India (or) any other State  
Government (If Yes, please enclose the  
copy of the card) :

10) Experience :

Sl. No.	Period of service			Designation	Name of Organisation
	From	To	No. of years		

11 (a) **NEWSPAPERS** (To be filled in by Newspaper Organisations only)

Name of the Newspaper (Morning / Evening)		Circulation as certified by RNI / ABC (Previous year)	
RNI Registration No.		Date of such certification	
Language		Subjects covered daily	
Place / Places of Publication		Status of the newspaper	
Size of the pages of Newspapers (Minimum – 52'x33')		Name of the Group / Chain, if any to which the newspaper belongs	
Total No. of pages		If it is a Newspaper group / chain, please give details of the various publications of Group	

Sl. No.	Name of Publication	Language	Place of Publication	Circulation

11 (b) **TELEVISION** (To be filled in by Satellite TV Organizations only)

Name of the Organization		Number of hours News telecast in a day <b>(Must)</b>	
Details of permission accorded by Information & Broadcasting Ministry, Government of India.		Method of telecast services offered (TACTV, DTH)	
Date of Commencement of telecast		Time Schedule of the telecast of news / Current affairs programme <b>(Must)</b>	1) 2) 3) 4)
Head Quarters of the Organisation		Subject of particular focus by the media concerned.	
Countries / States / Cities in which the programmes can be watched			

11 (c) **NEWS AGENCIES** (To be filled in by News Agencies only)

Name of the Organization		No. of subscribers	
Date of Establishment		Details of subjects covered	
Frequency of distribution		Number of Correspondents	

SIGNATURE OF APPLICANT WITH DATE

13) **Certificate (To be furnished by Editor / Chief of Bureau)**

I hereby certify that the information given in the application form is correct. I also certify that Thiru / Tmt. / Selvi. \_\_\_\_\_ is on the pay-roll of our organization.

I further state that I will inform to the Information department, Government of Tamil Nadu within a period of 15 days in case Thiru / Tmt. / Selvi. \_\_\_\_\_ ceases to be employee of our organization and his / her accreditation card & bus pass will be returned to Information department immediately.

**Signature of the Editor / Chief of Bureau with date**

Designation seal with Office seal

## **PHOTO COPIES OF DOCUMENTS TO BE ATTACHED WITH APPLICATION FORM**

1. Three recent Passport size photographs (One to be affixed in the application, One to be affixed in the Fact Sheet, One to be enclosed along with the application with Name & Organization written on the reverse).
2. Copy of Experience Certificate (not less than 3 years for Editor News / Sub-Editor News / Chief of Bureau / News Reporter / Correspondent and not less than 2 years for Photographer and Videographer or Cameraman) issued by the employer.
3. Copy of Aadhaar Card

### **4. Newspaper**

- a) Copy of the Registrar of Newspapers for India Certificate, Printer Certificate, Audit Bureau of Circulation Certificate or Indian Readership Survey Certificate, Chartered Accountant Certificate (in case of New daily for a maximum period of three years from the date of commencement)
- b) The Newspapers circulating upto 10,000 copies per issue shall submit either Audit Bureau of Circulation of CA Certificate as proof of circulation.
- c) Last six months Issues (In case of New Daily Newspaper)
- d) In case of Editor News / Sub-editor News / Chief of Bureau, shall submit clippings of published dispatches apart from editorials, carrying his / her credit line appearing in the Newspaper / periodical concerned.
- e) In case of News Reporter / Correspondent, shall submit his / her dispatches or works circulated in the last one year bearing his / her credit line.
- f) In case of Photographer, shall produce clipping of his / her dispatches circulated or produced by the media organization on whose behalf accreditation is sought for.

### **5. Satellite Television Channel**

- a) Copy of Viewership of Television (For Satellite Television Channels) and Broadcasting Certificate of the Organization.
- b) In case of Editor News / Sub-editor News / Chief of Bureau, shall submit his / her dispatches or works produced in the last one year bearing his / her credit line.
- c) In case of News Reporter / Correspondent, shall submit his / her dispatches or works produced in the last one year bearing his / her credit line.
- d) In case of Videographer / Cameraman, shall produce clipping of his / her dispatches produced by the media organization on whose behalf accreditation is sought for.

### **6. News Agency / Photo News Agency / News Feature Agency**

- a) Latest list of subscribers and number of districts spread over.
- b) A Certificate from Chartered Accountant indicating the annual revenue of the agency earned during the last financial year.

#### **Note:**

- a. Applications containing insufficient information and not supported by Valid documents are liable to be summarily rejected.
- b. The particulars in the Fact Sheet should be typed.
- c. A Certificate from the Printing Press mentioned in the Certificate of Registrar of Newspapers of India (RNI) should be attached.

## FACT SHEET

(All the Information should be typed. Handwritten form will be rejected)

1. Name :
2. Organization :
3. Designation :
4. Whether Full time or Part time :
5. Place of Work and District :
6. Residential Address :
7. Date of Birth :
8. Blood Group :
9. Mobile No. :
10. Office Contact No. :

Passport  
Photo

Signature of Applicant

P.R.O. (PR)

D.D.(P.R)