

SAMPLE LETTER OF ACCREDITATION

Please Use Official Organization Letterhead

Date

Multi-National Force – Iraq
ATTN: Combined Press Information Center
APO AE 09360

To Whom It May Concern;

(Organization Name) hereby provides accreditation for (Journalist/Employee Name) who represents a bona fide media organization. (Organization Name - Provide a brief but detailed mission statement of organization)

(Journalist/Employee Name) works for this organization as a (Position). (NOTE: Letter must state if this is a freelance journalist working for the organization.) (Organization Name) accepts responsibility for the actions and journalistic standards of (Journalist/Employee Name) to include all stories and opinions produced for other media or public outlets and web log entries.

(Organization Name) acknowledges and understands that the United States Government is not responsible nor is liable for the actions of (Journalist/Employee Name) resulting in death, injury or declared missing while embedded with the U.S. Military in a hostile combat environment.

(Journalist/Employee) assumes full responsibility through (Organization Name) in providing his/her own medical and life insurance coverage while in a hostile combat environment. (Organization Name) hereby accepts responsibility in assisting or providing notification of next of kin and any necessary arrangements that will facilitate the general welfare of (Journalist/Employee).

For additional information about our accreditation and/or (Journalist/Employee) who works under our organization, please contact (name, e-mail and phone number).

//Signed//

Name and Title of Organization Representative

Revised June 2008