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(3) That the organization and the applicant have regular and substantial assignments in connection with the Department of State as evidence by regular attendance at the daily press briefings.
(b) A letter from the Washington, DC Embassy of the nation where the organization is headquartered or from the Embassy of the United States in the nation where the organization is headquartered attesting to the existence of the news organization and the applicant’s employment by that organization. The Director of the Office of Press Relations may accept a letter from another source attesting to the existence of such news organizations and the applicant’s employment if, in his or her judgment, a substitute letter is warranted.
(c) Submit to the Office of Press Relations, Department of State, Washington, DC 20520 a signed application and FORM DSP–97 for a press building pass. Applicants must comply with instructions contained in paragraphs 1 and 6 of FORM DSP–97 regarding fingerprinting and prior arrests. FORM DSP–97 requires the following information:
(1) Name;
(2) Affiliation with news media organizations;
(3) Date of birth;
(4) Place of birth;
(5) Sex;
(6) Citizenship;
(7) Social Security or passport number;
(8) Marital status;
(9) Spouse name;
(10) Office address and telephone number;
(11) Length of employment;
(12) Home address and telephone number; and
(13) Length of residence.

§ 9b.5 Temporary Department of State press building passes.
A media correspondent or technician who meets all the qualifications stated in §§ 9b.2(a)(1) and 9b.2(a)(2) or §§ 9b.3(a) and 9b.3(b), but does not have regular and substantial assignments in connection with the Department of State may make arrangements with the Office of Press Relations for the issuance of a visitor’s pass valid for one day.

§ 9b.6 Grounds for denial, revocation, or non-renewal of Department of State press building passes.
In consultation with the Bureau of Diplomatic Security and the Office of the Legal Adviser, the Director of the Office of the Legal Adviser of the Department of State, may deny, revoke, or not renew the Department of State press building pass of any media correspondent or technician who:
(a) Does not meet the qualifications stated in §§ 9b.2(a)(1), 9b.2(a)(2) and 9b.2(a)(3) or §§ 9b.3(a)(1), 9b.3(a)(2), 9b.3(a)(3) and 9b.3(b). (Upon denial, revocation, or non-renewal the correspondent or technician may not reapply for a period of one year unless there are material changes in meeting the qualifications.) or,
(b) Poses a risk of harm to the personal safety of Department of State or other Governmental personnel or to Government property; or
(c) Engages or engaged in conduct which there are reasonable grounds to believe might violate federal or state law or Department of State regulations.
(d) Has been convicted of a felony (or a crime in a foreign country that would be considered a felony if it were committed in the United States).