DATE

U.S. Naval Forces Central Command/U.S. Fifth Fleet/Combined Maritime Forces

ATTN: Public Affairs

FPO AE 09805

[Navcentpao@me.navy.mil](mailto:Navcentpao@me.navy.mil)

To Whom It May Concern;

**(Organization Name)** hereby provides accreditation for **(Journalist/Employee Name),** who represents a bona fide media organization. (**Organization** - **Provide a brief but detailed description of the organization and its audience)**

**(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 any actions of **(Journalist/Employee Name)** which result in death, injury or declaration of missing status while embarked with U.S. Military Forces. **(Journalist/Employee)** assumes full responsibility through **(Organization Name)** in providing his/her own medical, evacuation, life and repatriation insurance coverage while in a hostile combat environment. **(Organization Name)** hereby accepts responsibility for 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 me with the below information.

*SIGNATURE REQUIRED*

Name and Title of Organization (Editor, Manager, Supervisor, etc)

Organization address

Email

Phone numbers

Website

\****Important – If the journalist is a freelance or as needed employee, this letter must clearly state that the organization intends to publish the work resulting from this embed.***

***\*\* This document should be emailed to the NAVCENT/C5F/CMF Public Affairs Team as a .PDF or other non-editable format.***