

Institute of National Remembrance

<https://eng.ipn.gov.pl/en/arch/8210,Application-forms-for-journalists.html>

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Application forms for journalists

Application for access to documents for the purpose of publication and media use pursuant to Article 36 (1)(3) of the Act on the Institute of National Remembrance of 18 December 1998 (consolidated text as of 28 January 2021, Journal of Laws of 2021, item 177).

Journalists can apply to the IPN for access to the archived records, provided they attach **written authorisation** from **the editorial office or publisher**.

To be granted materials, applicants must fill out the **application for access to documents for the purpose of publication** (Article 36.1, Item 3, of the Act).

Required documents:

1. Application form
2. Authorisation from the editorial office or publisher

Signed applications should be sent to the Director of an IPN branch office competent for the applicant's place of residence. For the applicants residing abroad, the competent body shall be determined based on the applicant's last place of residence or stay in Poland. For the applicants without present or past residence in the Republic of Poland, the competent authority shall be the Director of the IPN branch in Warsaw.

The required resolution of the copies of photographs can be indicated in the order; the highest available resolution is **600 dpi**.

The time limit for processing the case is 7 days, on condition that the applicant is capable of supplying the file reference numbers of the required archival materials, and that the material has been digitized. Other cases are processed without delay, and particularly complex ones are allowed up to two months.

The applicants to whom the documents were made available **bear legal responsibility for the manner they are used** (pursuant to the Article 36.5 of the Act of the Institute of the National Remembrance).

[Application for access to documents \(docx, 25.47 KB\)](#)

[Service_Sheet \(docx, 3.17 MB\)](#)

[Application for information contained in the files of state security services \(docx, 24.89 KB\)](#)

[Attachment to the application for access to documents \(docx, 24.11 KB\)](#)

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