[**Logo**]

**NEWS RELEASE**

**FOR IMMEDIATE RELEASE**

**[Company Name]**

**[Date]**

**[Name of nonprofit] hosts [sort of event] for [whom]**

{*Sub-header: write one sentence about why this news is important.*}

**[Place, date].** [Nonprofit Name] will host a [type of event] for [group] on [date] at the [location]. [A sentence on why this event is so timely, or relevant].

[Give some background information about the event]. [Write a sentence or two on what the event will offer event-goers].

“[Quote from the organizers about why this event is exciting or important],” said [quoted source]. “[Quote continued].”

[Include information about any partnerships and why they’re relevant].

“[Quote from the organizers on the main event goal],” said [quoted source]. “[Quote continued].”

[End with details on what people need to do in order to attend the event].

**About [Nonprofit Name]**

[Two to three sentences on what the nonprofit does. Include significant business partners and mission statement].

**Media Contact:**

[Name]

[Job Title]

[Email address]

[Phone number]

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