

# Press Release-Template

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PRESS RELEASE

FOR IMMEDIATE RELEASE

For More Information, Contact:

Date:

*Name of PR Contact*

*Name of Chapter*

*International Organization of Women Pilots*

*Telephone Number*

*Fax Number*

*E-mail address*

**Headline Goes Here, Initial Cap, Bold**

**CITY, St.- Date, 200X** – Text goes here, double spaced, indented paragraphs

If the press release is more than one page long, use the word:

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centered at the bottom of the page, then continue the page on the next page with a brief description of the headline, and page number like this

[Shortened headline]

[Your last paragraph should be a company boilerplate, which is a brief description of the company/organization, and any information you want readers to know about it, such as what type of business it is in, where it is headquartered, where branch offices are located, the number of employees.] [At the end of the release, put the three pound signs centered at the bottom. This lets our reader know they have come to the end.]

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