

SAMPLE PRESS RELEASE

For Immediate Release:

For more information or to set up an interview,
Contact Spokesperson name, ###.###.####, or
email



TITLE BOLD AND ALL CAPS - MAIN POINT OF THE RELEASE

Subheading sentences that sums up supporting info. No more than 2 sentences.

TOWN OR CITY, VA (DATE YEAR) – Lead paragraph that sums up main point and supporting information. 1.5 spaced, no more than 3-4 sentences here.

Paragraph with background information and quote if it fits.

Paragraph with anecdotal information and quote.

Paragraph with additional information. (This paragraph can be chopped, so don't make it the most important part of the release).

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(signifies the end of the release)

Boilerplate language about New River Valley Regional Commission:

ABOUT NEW RIVER VALLEY REGIONAL COMMISSION

The New River Valley Regional Commission is one of 21 planning districts in Virginia whose commissions are chartered under Virginia law. The organization encompasses the counties of Floyd, Giles, Montgomery, and Pulaski, and the City of Radford. The purpose of the Planning District Commission is to promote regional cooperation, to coordinate the activities and policies of member local governments, and to provide planning assistance to local governments.