



Brown County Community Women's Club, Inc.
P.O. Box 28216, Green Bay, WI 54324

Publicity Request

Revised October, 2020

Press Release for TV\Newspaper _____

Facebook _____

(If you want a media request that involves cost, do you have funds to support it? _____)

Name of Event _____

Date of Event _____

Location of Event _____

Optimal Date for information to be released to media _____

Description of the Event for public release (add attachment if necessary) _____

Director/Chairman _____

Chairman e-mail _____

Chairman Phone # _____

Committee Members _____

of people involved _____

If applicable, names of people who won (bridge, golf 50/50 etc.)

Share how the event went and any interesting information about the event you'd want us to share.

(Attachment if necessary)

** Every Director needs to arrange to have committee chairs take pictures of their events and turn them in to the Co-Directors of Publicity, Pam Girtz bmw4pam@gmail.com; Jacquie Murphy, jacquelinemurphy0903@gmail.com. UNLIKE THE NEWSLETTER REQUEST FOR PICTURES, PUBLICITY NEEDS HIGH RESOLUTION PICTURES FOR MEDIA. (Pictures should also be sent to Margy Hamilton, Historian, moogy1@yahoo.com.)