



**EVENT PRESS RELEASE TEMPLATE**

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Contact Name

**FOR IMMEDIATE RELEASE**

Phone

Email

Webiste

**[A Captivating Headline]**

[Optional Sub-header That Builds On The Headline]

[CITY, STATE, Month Date—] First or lead paragraph that summarizes the rest of the press release. You want to

concisely give the reader the beneﬁts of attending your event.

Body paragraph(s): Give a more detailed description of your event. You want to give enough information that your

target audience is excited about attending your event. Keep it as short as possible. Be engaging and try to generate buzz with the details you give.

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Boilerplate: Java House has been hosting the White Party in Tampa Bay for over 12 years. Their memorable and

exciting events have included guests like Taylor Swift, DJ Khaled, and others. Tickets always sell out and proceeds go to the Ronald McDonald House.