

Award Press Release – Template

Insert your logo or one of the libraries transform logo.

[Name] Honored with [Name of Award] by the [NAME OF ORGANIZATION]

City, Missouri, Date– [Full Name] was honored by the [Name of organization], at [Name of event]. [Title. Last Name], was the recipient of the [Name of the Award].

The \*\*\*\*\* Award is granted to \*\*\*\*\*.

[Quote from a colleague or student regarding the award winner.]

[Title. Last Name] has been an important member of the school library community for many years. Since beginning his/her career [Title. Last Name] has won the numerous awards including the [list of awards]. As well as being an integral part of the school library community, [Title. Last Name] plays a vital role in the [School] community, he/she has worked for the [District] for [# of years] as [position(s)].

[Title. Last Name] has a Bachelor of [degree] from the [College/University] and a Master of [degree] from [College/University].

She/He, [whomever else you would like to list or not at all] live in [City, State].

If you would like more information about this topic, please contact \*\*\*\*\* at [Company Phone] or email at \*\*\*\*\* .

## Event Press Release – Template

Insert your logo or one of the libraries transform logo.

[Library Name] Hosted [Name of event]

City, State, Date– [Library Name] hosted [Name of Event]. Over \*\*\*\* [students or staff or community members] attended which was held in [location.] Participants [describe the event & what participants gained by attending.

[Quote from participant regarding event.]

Much like [participant's name] feedback from those who attended was highly positive. [Provide positive statistics from evaluations.]

[Quote from the librarian hosting describing the purpose of hosting and positive effects of the event.]

The [library name] hopes to build upon this program in the future by [describe events or activities related to this event that will take place in the future.]

If you would like more information about [event], please contact \*\*\*\*\* at [Company Phone] or email at \*\*\*\*\* .