**Media Advisory/Request for Coverage**

[EVENT NAME + ORGANIZATION HOSTING]

[DATE AND START/FINISH TIME FOR EVENT]

[EVENT LOCATION––PLACE AND ADDRESS]

**Contact**: [CHC EVENT CONTACT NAME], [YOUR COUNTY] County Historical Commission, [CONTACT’S CELL NUMBER]

The [YOUR COUNTY] County Historical Commission (CHC) will commemorate Texas Independence Day with [LIST 2 GENERAL ACTIVITIES IN WHICH MOST PEOPLE CAN PARTICIPATE] at [TIME] on [DATE]. [IF EVENT IS FREE, INCLUDE SHORT SENTENCE HERE STATING SO.]

Activities will provide compelling visuals and interview opportunities with volunteers and attendees. Opportunities for coverage include [LIST MAJOR EVENT ACTIVITIES THAT WILL PROVIDE INTERESTING AND COLORFUL MEDIA SPOTS].

County Historical Commissioners will be available to comment on the history and preservation-related projects that are in the works for 2015. [STATE WHICH LOCAL OFFICIALS WILL BE ON HAND FOR INTERVIEWS.]

**Who**: The County of [YOUR COUNTY], the [YOUR COUNTY] County Historical Commission, [OTHER PARTNER ORGANIZATIONS].

**What**: [EVENT NAME WITH SHORT DESCRIPTION; NO MORE THAN 2 SENTENCES.]

**Where**: [EVENT LOCATION––PLACE AND ADDRESS]

**When**: [DATE AND START/FINISH TIME FOR EVENT]

**Background:** Texas Independence Day is the commemoration of the adoption of the [Texas Declaration of Independence](http://www.tshaonline.org/handbook/online/articles/mjtce)on March 2, 1836 in which independence from Mexico was declared and the [Republic of Texas](http://en.wikipedia.org/wiki/Republic_of_Texas) was born. Additional information can be found in an online exhibit on [Texas Annexation](https://www.tsl.texas.gov/exhibits/annexation/index.html) hosted by the Texas State Library and Archives.

[YOUR COUNTY] County Historical Commission works to provide opportunities for citizens to learn more about state and local history. The Texas Historical Commission (THC) encourages CHCs to host events commemorating significant milestones in Texas history in order to educate the public and endear individuals to our great state. [YOUR COUNTY] CHC’s event is part of a network of Texas Independence Day commemorations occurring across the state in late-February and early-March.

PRESS RELEASE

**FOR IMMEDIATE RELEASE**

**DATE:** [DATE THIS INFORMATION IS DISTRIBUTED]

**CONTACT:** [CHC EVENT CONTACT NAME], [YOUR COUNTY] County Historical Commission, [CONTACT’S CELL NUMBER]

***TEXAS JUBILEE* COMMEMORATES TEXAS INDEPENDENCE DAY, OFFERS FREE FAMILY FUN**

**[Town in which event takes place], TX**—The [YOUR COUNTY] County Historical Commission (CHC)will commemorate Texas Independence Day with [EVENT NAME/SHORT DESCRIPTION] beginning at [TIME] on [DATE].

Events will occur at the [LOCATION, ADDRESS]. This event also offers [MENTION SPECIFIC EVENT ACTIVITIES AND HIGHLIGHT MOST NOTABLE ACTIVITY WITH A SEPARATE SENTENCE].

“This event enables the community to come together and celebrate the history of our great state and of our county,” said [CHC CHAIR NAME], chair of the [YOUR COUNTY] CHC. “Counties across the state are commemorating Texas Independence Day and our County Historical Commission wanted to join in the fun and help people of all ages learn a bit more more about Texas history,” [CHC CHAIR NAME] said.

For more information about this event, visit [CHC, EVENT, OR PARTNER WEBSITE]. To learn more about other Texas Independence Day events in the state, visit www.thc.state.tx.us/texas-independence-day-2015.

The Texas Historical Commission (THC) encourages CHCs to host events commemorating Texas Independence Day, as well as other significant milestones in Texas’ history. These efforts educate the public and endear individuals to our great state. [YOUR COUNTY] CHC’s event is part of a network of Texas Independence Day commemorations occurring across the state in late-February and early-March.

*The Texas Historical Commission is the state agency for historic preservation. The agency administers a variety of programs to preserve the archeological, historical, and cultural resources of Texas.*

**EVENT MEDIA KIT––[CHC Name, Event Name, Date, Time (start and approximate end time)]**

Thank you for partnering with the [YOUR COUNTY] County Historical Commission for [EVENT TITLE] on [DATE OF EVENT]. Please help us promote this event by using the information below. Questions about the event should be directed to [CHC CONTACT NAME], [YOUR COUNTY] County Historical Commission, [CONTACT NAME’S NUMBER].

**Note to CHC:** Make sure you select a contact point person that can answer all questions BUT ALSO be readily available to answer questions via phone and email. If your chair doesn’t have a cell phone and an email address that he/she checks regularly, you may want to delegate this contact position to someone who does.

**About [YOUR COUNTY] County Historical Commission (CHC):**

The [YOUR COUNTY] County Historical Commission (CHC) identifies and preserves the county’s historic and cultural resources under the supervision of the county commissioners court. The commission promotes local and state history through exhibits, special events, and programs.

CHCs were established by the Texas Legislature to assist county commissioners courts and the Texas Historical Commission (THC) to preserve the cultural and historic resources of our state. The Texas Local Government Code directs CHCs to initiate and manage activities as prioritized by their county and the THC.

**Graphics and Images**:

Please use the following images to promote [EVENT NAME].

**Note to CHC:** Make sure you provide images with the proper image resolution; you want images that can be printed and/or used on the Internet.

**Contact Information:**

**[YOUR COUNTY] County Historical Commission**

PROVIDE NAME

PROVIDE TELEPHONE NUMBER

PROVIDE EMAIL ADDRESS

**Note to CHC:** remember to select a contact point person that has a cell phone and an email address that he/she checks regularly.

**Social Media:**

Facebook: Find us at [PROVIDE FACEBOOK ADDRESS HERE]

Sample Facebook Post:

*As Texans, we share a unique history. On March 2, 1836, the Texas we know and love today took shape. On* [EVENT DAY, DATE]*,* [YOUR COUNTY] *County will commemorate Texas Independence Day* [LOCATION]*. Join us as we* [MENTION ACTIVITIES ASSOCIATED WITH YOUR EVENT]. *For more information, please visit* [YOUR CHC OR EVENT WEB PAGE ADDRESS].

We suggest that **Twitter users** use #TxIndDay.

**Event sponsors:**

Please help us promote the organizations and individuals who have made this event possible by mentioning them in your promotional efforts.

* Name of Partner
* Name of Partner

**Event Schedule:**

Provide simple (but accurate!) schedule of events.