

# PHOTOCALL/ MEDIA NOTE

DATE  
(INSERT TITLE)  
(INSERT SUB-TITLE)  
What: (INSERT DETAILS ABOUT EVENT OR PHOTO OPPORTUNITY)  
Where: (INSERT VENUE ADDRESS)  
When: (INSERT DATE)  
Time: (INSERT TIME)  
Contact: (INSERT NAME, TITLE AND PHONE NUMBER)

PARA 1: WHO, WHAT, WHERE ETC  
On, (INSERT DATE), (INSERT VENUE) will be

PARA 2: EVENT DETAILS, PHOTOGRAPHY OPPS

PARA 3: QUOTE

(INSERT NAME), (INSERT TITLE) said, (INSERT QUOTE)

For more information on (INSERT NAME) please visit (INSERT WEBSITE)

ENDS  
For further media information please contact:  
(INSERT CONTACT DETAILS, NAME, TELEPHONE AND EMAIL)