

## Development

### Communication and Alumni Relations

## Press Release Form

To help promote your events and news, please fill this form and submit it to RHU Development-Communication and Alumni Relations, within 24 hours of your event date. If you need help in filling this form, please contact our staff on extensions 754 or 755. You can also email us on [development@rhu.edu.lb](mailto:development@rhu.edu.lb).

#### Most crucial information about your event or news

Who:
What:
When:
Where:
Why:

**Call to action** (what you want the readers to do, what needs did you meet, values did you promote, message did you send)

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**Quotation** (strong statement(s) from person(s) involved in the event or news that draw(s) readers further into the story)

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