

# General Press Statement Template

*Use this template when issuing a statement to the media following an incident or external concern involving immigration enforcement, safety threats, or misinformation.*

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## **[Organization Name] Press Statement FOR IMMEDIATE RELEASE**

[Date]

### **Contact:**

[Name, Title]

[Phone Number]

[Email Address]

### **[Headline: E.g., “[Organization Name] Reaffirms Commitment to Community Safety and Inclusion”]**

[City, State] — [Organization Name] remains steadfast in its mission to be a safe, inclusive, and welcoming space for all communities. Following [brief description of event—e.g., a reported visit by immigration enforcement or community concern], we want to reassure our members, visitors, and neighbors that our core values have not changed.

We are actively working with our partners and legal counsel to understand the full details of the situation. Our highest priority is the well-being of our staff, volunteers, and community members.

[Organization Name] does not and will not share personal information about visitors or community members unless required to do so by law and upon receipt of proper documentation.

We reaffirm our commitment to cultural equity, safety, and the dignity of all people. We encourage everyone to stay informed and grounded in facts, and to continue participating in our shared cultural life.

### **About [Organization Name]**

[2–3 sentence boilerplate about your institution]