Thank you for downloading California DECA’s “First Meeting Press Release Template.” Please complete this template and send it to local media outlets in order to gain recognition for your chapters first meeting and raise interest in future members. Please note: text inside the {\_\_} should be replaced with the corresponding information!

FOR IMMEDIATE RELEASE:

**{Title}**

**{City the event occurred in}, {Abbreviations of the state the event occurred in}**–This past {day of the week, date}, {chapter’s name} DECA held their first chapter meeting. Over {estimate of meeting attendance} students attended this meeting, where {what happened during the meeting i.e. chapter officers discussed how DECA has changed their lives}. {Chapter name} DECA members are excited for the start of another DECA year! Last year {chapter name} DECA experienced great success. {In one or two sentences, explain the most significant accomplishments or successes of your chapter last year}. {Chapter name} DECA’s next meeting is on {date and time of next meeting} and anyone who is interested is invited to attend!

**About {chapter name} DECA**

{Chapter name} DECA is a Career and Technical Student Organization of {number of members at your chapter} members. {Chapter name} DECA works to prepare emerging leaders and entrepreneurs in four fields of business: marketing, finance, hospitality, and management. DECA integrates into classroom instruction, applies learning, connects to business, and promotes competition in order to prepare the next generation to be academically prepared, community oriented, professionally responsible, and experienced leaders.

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**Contact Information**

To learn more about this story, please contact:

{Full name},{officer position}

{Chapter name} DECA

{Email address}

[{Chapter’s website URL if available, if not available, use www.californiadeca.org}](http://www.califonriadeca.org)

Mobile: {insert phone number or delete this field if uncomfortable providing this information}