

Media Accreditation Request

[Your Name]

[Your Position]

[Your Media Outlet]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

Date: [Insert Date]

To Whom It May Concern,

I am writing to formally request media accreditation for the upcoming product launch of [Product Name] scheduled on [Date] at [Location]. As a representative of [Your Media Outlet], I am eager to cover this significant event and provide our audience with insights into your latest offerings.

The product launch is expected to attract considerable attention, and our coverage will ensure that your brand reaches a broader audience. We plan to include interviews, behind-the-scenes content, and live coverage through our platforms.

Please find attached the necessary credentials and previous coverage samples for your consideration. I look forward to your positive response and the opportunity to collaborate in promoting this exciting product launch.

Thank you for considering my request.

Sincerely,

[Your Name]

[Your Position]

[Your Media Outlet]