

Media Contact Information Update

Date: [Insert Date]

To Whom It May Concern,

We are writing to inform you of an update to our media contact information. Please find the new details below:

New Media Contact Information:

Name: [New Contact Name]

Email: [New Contact Email]

Phone: [New Contact Phone Number]

We appreciate your attention to this matter and look forward to your continued support.

Best regards,

[Your Name]

[Your Title]

[Your Organization]

[Your Organization's Address]

[Your Organization's Phone Number]