



NATIONAL HISTORICAL LANDMARK 1903

MEDIA REQUEST FORM

(ALL MEDIA INQUIRES MUST RECEIVE BOARD OF GOVERNORS APPROVAL BEFORE ANY MEDIA REQUESTS ARE GRANTED. ALL SUBMISSION MUST BE SENT NO LESS THAN ONE WEEK PRIOR TO THE MEDIA VISIT TO OUR GENERAL MANAGER, MATTHEW SPANGENBERG)

Name: _____

Date of Submission: _____

Email: _____

Phone: _____

Do we have permission to contact you via email? Yes / No

Date of Media Visit: _____

Media Outlet: _____

Website: _____

Social Media(s): _____

Circulation or Viewership: _____

Story Topic: _____

Other Notes or Considerations:

Internal Use Only

Board of Governors Approval Date: _____