BAM / News Release Publication Form

**About This Document**

This information sheet helps us accurately prepare and distribute your news release to relevant editorial platforms and industry channels.

Please complete as much as possible.

If certain details are not available, you may leave them blank.

**1. Studio Information**

Studio Name:

Website:

Primary Contact Name:

Role / Position:

Contact Email:

**2. News Overview**

Announcement Title:

News Type:

☐ Office Announcement (Expansion / Relocation)

☐ Leadership Update

☐ Award / Recognition

☐ Competition Win / Shortlist

☐ Collaboration / Partnership

☐ Exhibition / Event

☐ Product / Material Launch

☐ General Announcement

Announcement Date:

Location (City, Country – if relevant):

**3. News Summary (Short Version)**

(100–200 words recommended)

Brief summary of the announcement.

This will be used for editorial preview and distribution notes.

**4. Full Press Release**

(300–800 words recommended)

Please include:

* Background context
* Why this announcement matters
* Strategic significance
* Impact on the studio / industry
* Future direction (if relevant)

If this is an award or recognition, please include:

* Award name
* Organizing body
* Category
* Jury citation (if available)

**5. Supporting Information**

*(Complete only if relevant)*

Project associated with this announcement:

Previous publication links (if any):

Official quote(s) to be included:

Spokesperson Name & Title:

**6. Media & Assets**

Press Kit Link (Google Drive / Dropbox / WeTransfer):

Please ensure:

Files are high-resolution

Watermark-free

Access granted to press@bampr.co

or public view enabled

Included Assets:

☐ Images

☐ Renderings

☐ Logos

☐ Portraits

☐ Event Photos

☐ PDF Press Release

☐ Other

**7. Credits**

(If applicable)

Photographer:

Consultants:

Additional Credits:

**Image Guidelines:**

* High-resolution, watermark-free
* JPEG format preferred
* Minimum width: 2880px

**8. Rights & Permissions**

By sharing this material, you confirm that you hold the rights to all images, text, and media and authorize BAM to prepare and distribute this announcement to editorial platforms and award bodies where relevant.