Please use this template as a starting point. Change anything that is highlighted in yellow to make the release more personalized and geared towards you/your RE/MAX office.

**Don’t forget to delete these instructions when you’ve finished editing the document!** Feel free to reach out to your regional PR contact with any questions or concerns.

**RE/MAX Broker Appointed to (Name of Organization) Board**

*(Name) of RE/MAX (Office Name) Gives Back to (County or City Name) (Community/Industry)*

**CITY, State,** Date– Local real estate broker (First name and last name) has been appointed to the (Name of Organization) Board. Since (year the organization was founded), (Name of Organization) has {Insert the mission of the organization here}.

“I am honored to be a member of the (Name of Organization) Board,” said (Last Name), who will begin his/her term on (Date). “As a resident of (County or City Name) for (number of years), the mission of (Name of Organization) is important to me. My goal is to (brief statement about how you hope your involvement with this organization with help your community).”

(Last Name), a seasoned real estate professional with more than (number of years) of experience, is the (title) of RE/MAX (Office Name), a real estate firm with (number) offices throughout north (City, State, County or Region).

“The commitment of (First Name) and RE/MAX (Office) to (Name of Organization)’s Board demonstrates his/her commitment to not only the real estate industry, but to the local community,” said (First and Last Name of Organization Spokesperson), (Title) of (Name of Organization). “(First Name)’s involvement will strengthen our Board and help us reach the goal of (insert goal of organization). We are thrilled (First Name) has agreed to represent RE/MAX on the Board.”

In addition to this Board appointment, (Last Name) is also involved with (insert any other charity work or board appointments).

# # #

**About RE/MAX (Office):**

RE/MAX (Company Name) is a locally owned and operated full-service real estate brokerage located in (Town and State or metropolitan City and State). Founded in (Year), the brokerage has (Number) Realtors® and specializes in (residential and/or commercial) real estate. RE/MAX (Company Name) is a proud supporter of (Children’s Miracle Network Hospitals®, Susan G. Komen®, and other charities), and is located at (Mailing Address). To learn more, please visit (URL).Each office is independently owned and operated.

Contact:

Name, Title

Phone, Email