

[COMPANY LOGO]

FOR IMMEDIATE RELEASE

## **[Company Name] Statement Regarding [Brief Description of the Situation]**

CITY, State, Month Day, Year /PRNewswire/ — [Company Name] is aware of [the situation/ incident] that [occurred/was reported] on [date]. [One factual sentence describing what happened without speculation or assigning blame].

### **What Happened**

[Provide a clear, factual summary of the incident or situation. State only confirmed facts. Avoid speculation, defensive language, or minimizing the impact. Be transparent about what is known and what is still being investigated.]

### **Our Response**

[Describe the immediate actions the company has taken to address the situation. Include specific steps, timelines, and any third-party involvement (investigators, regulators, partners). Demonstrate accountability and urgency.]

### **Support for Those Affected**

[Detail what the company is doing to support affected parties: customers, employees, communities, etc. Include specific resources, hotlines, refund policies, or remediation steps. Provide clear instructions on how affected individuals can get help.]

- [Support resource 1]: [Phone number, URL, or instructions]
- [Support resource 2]: [Phone number, URL, or instructions]
- [Support resource 3]: [Phone number, URL, or instructions]

### **What Comes Next**

[Outline the company's plan going forward. Include any investigations, policy changes, third-party audits, or preventive measures being implemented. Commit to transparency and ongoing communication.]

*"[Quote from CEO expressing concern, taking responsibility, and committing to resolution]," said [Full Name], [Title] at [Company Name]. "[Second sentence reinforcing commitment to affected parties and to preventing recurrence]."*

[Company Name] will continue to provide updates as more information becomes available. For the latest information, visit [dedicated webpage or resource URL].

### **About [Company Name]**

[Company Name] is a [what the company does] founded in [year]. [Mission/core offering.] For

more information, visit [website URL].

**Media Contact:**

[Full Name]

[Title]

[Company Name]

[Email]

[Phone Number]