**Press Kit for Small Ensemble Concerts**

The information included in this document is intended to assist you in writing articles, program notes and preparing press releases.

**Usage Agreement**: All photos are copyrighted by Westminster Ringers, Inc. You are free to download the photos for use in Small Ensemble related publicity as well as for print or video features of the small ensemble. For any other usage, please contact us first with the desired usage. You may alter the image's size and graphic format; you may add publicity information to the posters; please do not make any other alterations to the artwork. If you have any questions or concerns, please contact us.

**Instructions**

After securing a date, time and place for a concert featuring the small ensemble, you may download a color concert flier into which you can enter your concert details, and print in color or black and white.

A press release is included in which you may place your concert’s information for your audience. Also included are photos, black and white or color that you may download.

**Important: Please note that we receive funding from the Maryland State Arts Council. As per their requirements, the following statement must be included in all publicity.**

“The Westminster Ringers, Inc. is supported by a grant from the Maryland State Arts Council, an agency dedicated to cultivating a vibrant cultural community where the arts thrive. An agency of the Department of Business & Economic Development, the MSAC provides financial support and technical assistance to non-profit organization, units of government, colleges and universities for arts activities. Funding for the Maryland State Arts Council is also provided by the National Endowment for the Arts, a federal agency, which believes that a great nation deserves great art.”

For questions regarding this press kit please call Debbie Henning at 410-848-5482 or email at WRManagingDirector@gmail.com.

Thank you for considering the Westminster Ringers for your community or church concert. You will be delighted with the program presented by the Westminster Ringers!!