**FOR IMMEDIATE RELEASE:** (Date)

**Contact:** (Name and Title)

**Phone:** (Contact Phone Number

**Email:** (Contact Email Address)

**Upcoming Election for (District Name)**

There are (Number of Positions) open for election on the (District Name) Board of Directors. After the election, these/this position/s will fill a (Number of Years)-year term to begin on (Start Date) and end on (End Date).

The (District Name) Board of Directors is comprised of (Number of Board Members) board members. Each member is elected by the registered voters of the district to serve a (Number of Years)-year term. (Specify Statute Requirement For Eligibility. e.g. Interested candidates must be registered voters who reside within the district’s boundaries.)

Interested candidates can request an information packet, which includes information about the district and position, from the district office. Please contact (Contact Name) at (Contact Phone Number), email (Email Address), or visit our office located at (Address) during regular business hours (Hours).

To run for election, please contact the (County Name) County elections office at (County Elections Phone Number) for more information. For more details about district elections, download a copy of the Elections Manual at <https://sos.oregon.gov/elections/Documents/county-city-district-candidates.pdf>. Pages 23 and 24 are most relevant.

(\*Some districts use a different process than is outlined in the Candidate Manual. For candidate requirements for these types of districts, please see the following statutes:

* Irrigation: ORS 545
* Drainage: ORS 547)

**About (District Name)**

Insert short summary about district such as areas it serves, services it provides, the year it was formed, and website address.

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