SAMPLE: Radio Spot

<Contact Name> <Title> <Organization Name> <Phone Number> <Cell Phone Number> <Email>

Special Event Promotion PSA

Time: 30 seconds

Your money matters! Learn how to make it work for you! Join <sponsoring agency's name> on <date> from <time frame> at <location> for a fun-filled workshop that will teach you to be the master of your money! This event is free but seats are limited. To register, visit <website> or call <event representative's name> at <phone number.>