**For release: (MONTH DATE, YEAR)**

**For more information, contact:**

(RCM NAME), Region Communications Manager, (RCM PHONE (xxx) xxx-xxxx)

**Public meeting for (HIGHWAY/PROJECT NAME) in (COUNTY NAME) County**

*Meeting to focus on (MEETING SUBJECT)*

The Wisconsin Department of Transportation (WisDOT) is conducting a public involvement meeting to discuss (MEETING SUBJECT) for the (TYPE OF WORK) on (HIGHWAY/PROJECT NAME) from (HGHWAY/LANDMARK) to (HIGHWAY/LANDMARK) in (COUNTY NAME) County.

The meeting is scheduled for (DAY OF WEEK, MONTH DATE, YEAR) from (START TIME) to (END TIME), at (MEETING LOCATION ADDRESS). The objective of this meeting is to familiarize the public with the purpose and need for the project and to obtain input on the proposed improvements.

(Paragraph project details – depending on the stage of the project, include project purpose and need/safety issues/proposed improvements/ locations, construction schedule etc.)

Adjacent property owners are encouraged to attend the meeting. Citizens who are deaf or hard of hearing and require an interpreter may request one by contacting (CONTACT NAME) at least three working days prior to the meeting.

-end-