**Advisory Update Press Release Template**

**PURPOSE**

Use to update information during a boil water advisory.

**DIRECTIONS**

Use this template for media releases during a boil water advisory. Replace information in brackets with specific water system and advisory information. Adapt it as needed.

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[Date]

###### FOR IMMEDIATE RELEASE

**Contact:** [Name, Title, Phone, E-mail]

###### Drinking water advisory continues: [Water System] customers in [location] should [boil] their water

[Water System] customers should continue to [boil] their drinking water. [Contaminant or event] is still a concern. Customers should:

* Fill a pot with water.
* Heat the water until bubbles come quickly from the bottom of the pot to the top.
* Keep heating the water for one more minute.
* Turn off the heat source and let the water cool.
* Pour water into a clean, sanitized container with a cover for storage.

Customers should use boiled water that has cooled or bottled water for:

* Drinking
* Brushing teeth
* Washing fruits and vegetables
* Preparing food and baby formula
* Making ice
* Giving to pets

[Water System] continues to work with [Primacy Agency/Health Department] to [describe actions under way]. [*Optional—Include a quote from system spokesperson*]

We estimate that the [advisory] will end by [date or timeframe]. We will provide the next update at [date or timeframe].

This advisory is in effect until [Water System] and [other agencies, if applicable] determine [the tap water can be used for all purposes, does not present a public health concern]. Customers will be notified immediately when the advisory is lifted.

*(Add if applicable: [Water System] customers may pick up [alternative water supply, bottled water] at [location and time]).*

For more information, go to [information website] or contact [Name, Title] at [Water System], [phone number] or [e-mail address], or by mail at [street address, city, state, ZIP]. *[Include health department contact if appropriate.]*

[*Optional—General guidelines on ways to lessen the risk of infection by microbes are available from the EPA Safe Drinking Water Hotline at 1-800-426-4791.*]