

AUTHOR TRANSPORTATION FORM

YAF 2019

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| Author name |
| Day of pickup from the Sheraton Four Points Hotel |
| Time of pickup from the Sheraton Four Points Hotel |
| Contact person picking up the author |
| Cell phone of contact person |
| Backup person in case of an emergency |
| Cell phone of backup person |
| Time to return author to the Sheraton Four Points Hotel |

Please remember that each school will provide lunch for the author. Please check the author data sheet for any food restrictions. Potlucks are always a good idea and help to include all teachers/staff in the day's event.

Authors will need some downtime to rest and special times to autograph books. A sticky note with the name of the designated person already printed and placed on the book make the process much simpler.

Some school districts have the author sign a requisition form on the day of the event. Please make sure that the form has Young Authors' Fair as the designee. All checks to cover the hosting fee of an author should be made out to Young Authors' Fair.

Call Sandra Yoon, 661-872-4031, if you have any questions. Some emails to schools are blocked from her email account (dandlmom@hotmail.com).