

Read for Fun!
Faith Reese Martin
School Author Visits: Grades 4-6

A List of a Thousand Things to Think About

- **Scheduling:**
 - When I am contacted, we will determine a definite schedule of presentations. Please limit group size to three or four classes at a time.
 - Presentations run 45 minutes to 1 hour. This includes a ten- minute question period. Please discuss appropriate questions with the students ahead of time. The presentation does not include book signings. Book signings can be handled a number of ways, at a different time. Please schedule ten to fifteen minutes between group presentations, along with a lunch break.
 - Classroom visits for a writing workshop can be arranged and tailored to the teachers' needs.
 - Teachers should accompany their students to presentations and stay with their classes to insure appropriate behavior.

- **Preparing the students:**
 - For optimal success, students should be familiar with my books before I visit. Please share my biographical information and read parts of the books aloud to stir interest. Students may also be directed to visit my website. Hopefully many students will have purchased and read the books before the visit.

- **Physical Arrangements:**
 - The following things should be arranged ahead of time for the presentation:
 - A wireless microphone and a podium, if possible
 - A large table for my display
 - Equipment to accommodate a laptop power point presentation
 - A stool (the author is old and has a lot of aches and pains!)
 - Fresh pitchers of ice water throughout the day
 - A host to greet the author, handle introductions, and accompany the author from place to place
 - A comfortable place to sign books

- **Book Sales and Signings:**
 - Books should be ordered when the dates of the visit are confirmed to insure their arrival weeks ahead of time. Books can be ordered through www.windstormcreative.com (type 'Rainy Day' in the search box and click on 'Send bookstores here to order online'.) They can also be ordered through major booksellers.
 - Schedule some time during which books can be signed. I may not be physically able to see each child as I sign. Have the children sign a slip with their name and gather their books for me to sign later.
- **Payment:**
 - Please have a check for the contracted fee ready for the end of the last day of the author visit.
- **Accommodations and Transportation:**
 - If overnight accommodations are needed, lodging at a motel and meals will be an added fee. Please provide transportation to and from the school if needed.
- **For booking information / questions / comments / suggestions contact Faith at:**

info@faithreesemartin.com