

Re: *Larry Blotter*

Enclosed find...

- PR: enclosed are photos and press releases for submission to local papers. A sample cover letter is below.

Please note: I will begin loading-in and setting-up in the performing space
1 & 1/4 hours BEFORE the performance.

For the performance I will need...

- Directions to your exact location. *Thanks much!!* Send to: 43 Houston Ave, Milton MA 02186 --
Please NO Yahoo/Internet directions ... (Believe me, you do better directions than a computer !!)
- 1 chair (adult sized, any kind is fine)
- 2 tables, each 4' to 6' long... or one 6' table, and several desks that can be put together
- AC power (3 plugs) at the performing space (or extension cord from AC power)
- a quart of bottled spring water (it saves my car being filled with great cartons of bottled water)
- a parking spot very near the performance area for loading in and out
- a place to change before and after the program (I only need 5 minutes... please, not a bathroom--little boys, you know, sometimes...when I take off my shoes to change... need I say more?)
- if the performance is outside, my performing space MUST BE:
 - everyone in the shade, with the audience NOT looking towards the sun
 - backed by a wall behind me, or a large open space behind me (* NO traffic or people passing behind)
 - on flat ground (I use a portable tap floor that's flexible--it won't work well bent at all angles)

- Regarding the press materials: newspapers respond better to you -- someone in their community.
-->> If you could put a cover note on official stationary one each PR packet saying essentially:

"We _____ [your org], [*if applicable include: the Local Arts Council, and the Mass. Cultural Council*] is sponsoring Bob E. Thomas, storyteller and dancer on _____ at _____. We appreciate any publicity you can give us-- listing, notice, or especially an article and photo in the newspaper, so that people will know about the program we're offering."

- Then... if they publish something, please clip and send me any news articles
The newspaper articles are extremely important in documenting my work. I need the article and the newspaper's front-page banner-title, eg. Stoneham Sun. **** I'll gladly reimburse all costs & expenses !! ****

Thanks much, *Bob Thomas*