



**Creekside Books & Coffeehouse**  
35 Fennell Street Skaneateles, New York 13152  
315 685 0379 fax 315 685 0389  
[www.creeksidebooks.com](http://www.creeksidebooks.com)

### Confirmation / Notice of Event

TO: Maggie McHugh and Ellen Burggraf

FROM: ERIKA DAVIS, Owner  
[Erika@creeksidebooks.com](mailto:Erika@creeksidebooks.com)

EVENT TYPE:

AUTHOR  MUSICIAN   
WORKSHOP  ART SHOW

DATE OF EVENT:

CONSIGNMENT AGREEMENT:

*Creekside Books & Coffee* is excited to play host to your event. To ensure that your event will be as successful as possible, we will be more than happy to:

- notify the local media one month prior to your event for their calendars.
- include an announcement with author's photograph and/or cover art on our own monthly Events Calendar as well as mention on [www.creeksidebooks.com](http://www.creeksidebooks.com) and our monthly e-mail newsletter.
- display the author's works at least 1 week prior to the event in our book store and/or coffeehouse.

In addition, if you choose to provide any advertising materials, we will be more than happy to display them in the bookstore and/or coffeehouse; facilitate the distribution of fliers; send targeted mailings or purchase newspaper/radio advertising as requested, if deemed appropriate

*Creekside Books & Coffee* anticipates author, performer, or representatives will:

- be in touch directly with the media outlets to solicit reviews or interviews.
- contact us regarding any available event co-op for promotion of this event.
- ensure that authors send personal invitations to any local contacts.

Please provide *Creekside Books & Coffee* with any promotional materials or press kits that might be available through your agent or representative. Musicians please provide us with a compact disc of any of your recent work. Again, please be sure to provide us with any information and materials **at least six weeks prior to your event** to ensure proper mention in Creekside's newsletter *The Creekside Times* and Creekside's monthly e-newsletter.

#### Directions to Skaneateles & Creekside Books & Coffeehouse

**From the North:** Take I-81S to Route 20W. In Skaneateles, Route 20W becomes Genesee Street, the village's main street. At the corner of Genesee and Jordan Street turn right onto Jordan and then a quick left onto Fennell Street. Creekside Books & Coffeehouse is located two blocks down on the corner of Fennell Street & Kelley Street, across from the P&C Grocery Store.

**From the South:** Take I-81N to Homer Exit. Go straight after ramp and take right onto 290, then a left on 41A along the eastern shore of Skaneateles Lake. In Skaneateles, take a left, heading west onto Genesee Street into the village. At the corner of Genesee and Jordan Street turn right onto Jordan and then a quick left onto Fennell Street. Creekside Books & Coffeehouse is located two blocks down on the corner of Fennell Street & Kelley Street, across from the P&C Grocery Store.

**From the East:** Take Route 690W to Route 695W. Follow Route 695W to Route 5W toward Auburn. From Route 5W turn left onto Route 321S and continue on into Skaneateles. Route 321S turns into State Street. At the corner of State Street and Genesee Street turn right onto Genesee and then at the next light turn right onto Jordan Street. On Jordan Street take a quick left onto Fennell Street. Creekside Books & Coffeehouse is located two blocks down on the corner of Fennell Street & Kelley Street, across from the P&C Grocery Store.

**From the West:** Take Route 5&20 into Auburn. In Auburn, follow signs for Route 20E into Skaneateles. In Skaneateles, Route 20 turns into Genesee Street. At the corner of Genesee Street and Jordan Street turn left onto Jordan Street and then take a quick left onto Fennell Street. Creekside Books & Coffeehouse is located two blocks down on the corner of Fennell Street & Kelley Street, across from the P&C Grocery Store.

**Lodging** (All lodgings are located within walking distance of our location)

- |                                  |              |  |
|----------------------------------|--------------|--|
| - Mirbeau Inn & Spa              | 315-685-5006 | <a href="http://www.mirbeau.com">www.mirbeau.com</a>                   |
| - The Packwood House             | 315-685-3405 | <a href="http://www.packwoodhouse.com">www.packwoodhouse.com</a>       |
| - The Skaneateles Hotel          | 315-685-2333 | <a href="http://www.skaneateleshotel.com">www.skaneateleshotel.com</a> |
| -The Sherwood Inn                | 315-685-3405 | <a href="http://www.thesherwoodinn.com">www.thesherwoodinn.com</a>     |
| - The Village Inn of Skaneateles | 800-374-3796 | <a href="http://www.villageinn-ny.com">www.villageinn-ny.com</a>       |