



Scarecrow Press, Inc.

February 20, 2012

Erika Day Peterson  
314 Sherwood Ave.  
Staunton, VA 24401

Dear Professor Peterson,

Thank you for returning your signed contract for *Creating a Streaming Video Collection for Your Library* (working title). Enclosed is the countersigned original.

Please submit your final manuscript as electronic files, either on a disk (as a Word document), flashdrive, or as email attachments. Remember to include an *About the Author* page at the back of the book.

Please note that the following documents, which will be sent to you via email, should be completed and sent to us *before* you deliver the final manuscript:

- Author Questionnaire and CIP form
- Art & Permissions Log
- Originals of all permissions and/or contributor release forms

If you will be including any images in your manuscript, those should be sent before submitting the final manuscript.

If I can be of any assistance, please do not hesitate to contact me. I look forward to working with you.

Sincerely,

Mary Ellen Quinn  
Consulting Editor  
Scarecrow Press  
mary.alexander@comcast.net