



May, 2019

Dear Writer,

It is a pleasure to invite you to join us for the Community of Writers' Annual Workshops in Squaw Valley. If you attend, you will be one of roughly 120 participants (96 Fiction, 24 Nonfiction & Memoir). We are looking forward to a wonderful week with you. The tuition for the week in Squaw Valley, which includes dinners, is \$1350.00. This letter is just to sketch a general idea of the week in July and to address some practical matters.

If you cannot attend, please take a moment now, and let us know by return e-mail or phone call.

Due to the transient, digital nature of our lives, I would like to encourage you to take a moment and print this letter today so you have it for reference.

The dates of the Writers Workshops are **Monday, July 8 - Monday, July 15, 2019.**

OTHER IMPORTANT DATES:

May 20:

- Deadline to Submit Registration Form and pay tuition deposit

June 24:

- Deadline to replace your manuscript for Individual Conference, if desired
- Deadline to submit balance due for tuition, housing, etc.
- Deadline to submit flight info (If flying)
- Deadline to pre-submit digital copy of manuscript for your morning workshop.

WHAT WE NEED FROM YOU:

If you are able to attend, we must receive your tuition/housing deposit (nonrefundable), and you will need to complete our online registration form by noon **May 20**. In most cases, the deposit should be \$800, (your acceptance e-mail will tell you the exact amount.) Credit card payments are subject to a 3.25% service fee. Deadline to submit Registration Form and pay your deposit: noon on **May 20**.

If we do not receive your deposit by the deadline, your place in the workshop will be automatically forfeited and filled that day with someone from the waiting list.

WHAT TO EXPECT FROM US:

Once we receive your deposit and forms, we will send you additional information, directions, weather details, suggestions of what to bring, a detailed schedule of events, and an invoice. The balance of your tuition and housing is due by **June 24**.

Registration will be on the Opening Day (Monday, July 8) from 1:00 to 4:00 PM. The entire group will meet at 5:00 PM for introductions, a description of the week ahead, and answers to questions.

Six evening meals are included in the tuition; breakfast and lunch can be prepared in your units, or there are several places to eat in the valley. Transportation to and from the Reno airport can be easily arranged for a fee. See the attached sheet for more information.

WHAT YOUR DAY MIGHT LOOK LIKE: You can expect the following daily schedule: From 9-12 each morning, we conduct the formal workshops, composed of 12-13 participants and a leader from the staff. Your group will have a different leader each day, to discuss two or three manuscripts as described below. Each participant will have his or her manuscript critiqued once in workshop during the course of the week. The manuscripts will be distributed a day in advance of each workshop, providing participants enough time to read them and prepare a critique.

PO BOX 1416
NEVADA CITY, CA 95959
(530) 470-8440

INFO@COMMUNITYOFWRITERS.ORG

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After lunch there will be a number of talks and panel discussions from people in the field: writers, editors, and agents from the staff. Each afternoon, staff members will give readings. After dinner each evening we will present talks, panel discussions, and readings. As you can see, these will be busy days, so you will need to plan your time carefully in order to be able to get your day's workshop reading done.

MANUSCRIPTS:

Please consider the manuscripts you would like to be treated during your week in Squaw Valley. There are two main ways your work will be read:

- In the Morning Workshop.
- For your Individual Conference.

To get the most out of the week, we recommend you use a different manuscript for each.

MANUSCRIPT FOR WORKSHOP:

We ask that you provide us with your Workshop Manuscript in two ways:

- 1) By June 24, pre-submit a digital copy of manuscript for workshop to our website. Link will be provided.
- 2) Please duplicate **the exact manuscript** and bring these photocopies with you to Squaw Valley on July 8.

We recommend that this Workshop Manuscript be different from the one submitted for acceptance or the one you use for Individual Conference; however, this is your decision. In order to get the most out of the workshop system, manuscripts should not necessarily be final, perfected drafts, nor rudimentary first attempts either, but a draft which might now benefit from criticism. Please follow the guidelines below:

- Manuscript must be 5,000 words or less, double spaced. Please do not bring more.
- Make sure your name appears on each copy, and please paginate. Make sure the word count is also included on the first page.
- If you have previously attended our workshop, please do not bring for consideration the exact same material. You may use previously submitted material, however, if it has been revised.
- If excerpted from a novel, include a concise one-page synopsis, recounting the larger plot, so that your readers know the context and may provide more pertinent criticism of your excerpt.
- If short fiction, only one story can be treated. (It takes just as much time for the workshop to discuss a six-page story as it does a longer one.)
- When you complete the online form, please let us know if the manuscript you plan to bring for workshop is substantially different, in form or genre, from that submitted -- e.g., short story vs. novel chapter; general fiction vs. genre fiction. Such information will help us to match participants up with staff. Also, if you are a past participant, let us know of any staff members you've already worked with, in workshop or in individual conferences. If you are a new participant, but have worked with any of our staff members in the past, please let us know, so we can avoid assigning you to that person. In case you already have a professional association with an agent, please let us know that as well, so we can avoid assigning you to work with one.
- By June 24, submit the manuscript you would like treated in the workshop.
- You may submit your digital copy of your manuscript for workshop here: <https://communityofwriters.org/writers-workshops-submit-workshop-manuscript-form/>
- Photocopy, collate, and staple 12 copies of your manuscript. Duplicate **the exact manuscript** and bring these photocopies with you to Squaw Valley on July 8. *(Do not be tempted to make changes to the material once you've uploaded your manuscript.)*

MANUSCRIPTS FOR INDIVIDUAL CONFERENCES:

The Individual Conference with a staff member, twenty minutes in length, is instituted to provide participants with yet another perspective on their work. The manuscript you submitted for acceptance will be used for this conference. It will be mailed or e-mailed in advance to the staff member to whom you have been assigned. If you would like to substitute a different manuscript, you will need to upload it to our website by **June 24**. (Manuscript must be 5,000 words or less.)

Once you arrive in Squaw Valley, you will be notified of the staff member with whom you have been paired, and you will be able to set up an appointment for your individual conference. Please note, these conferences are a good opportunity for you to have writing in more than one genre considered while you are here. For instance, if you will be in the Fiction Workshops but have an additional manuscript which is a memoir, you might want to replace the fiction manuscript with the memoir.

For your convenience you may upload your replacement manuscript here:

<https://communityofwriters.org/workshops/writers-workshops-individual-conference-replacement-manuscript-form/>.

The Alchemy of Adaptation: From Book to Screen

A special afternoon class led by Patricia K. Meyer

Places are still available in this class. Contact us if you are interested in enrolling.

The majority of films and television series are based on source material, particularly books. Adapting a book for the screen requires a comprehensive understanding of screenplay structure and character development, among other visual storytelling elements. In this course writer/producer Patricia K. Meyer will offer a practical approach to adaptation, applying the fundamentals of screenwriting, including dramatic structure, developing fully dimensional characters, and scene construction. We will examine specific films and series based on books, comparing and contrasting the films with the original material. Indicate your interest in the application form. \$250 fee. More information is forthcoming.

Patricia K. Meyer is a writer/producer in film and television who has written numerous screenplay adaptations for Martin Scorsese, as well as all the major studios. She has produced eight television movies, including the Emmy-nominated miniseries, *The Women of Brewster Place*. After a decade teaching screenwriting at the American Film Institute Conservatory, she is a Assistant Professor of Screenwriting at Loyola Marymount's School of Film & Television. She is a longtime member of the Writers Guild of American and the Television Academy.

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TRAVEL ARRANGEMENTS:

If you are traveling from the East you may find it more affordable and less exhausting to fly into Reno on Sunday night, spend the night in an inexpensive hotel, and then return to the airport on Monday for the shuttle to Squaw Valley; however, you may have good luck with flight choices and may not find this necessary. The information sheet attached should answer most of your questions. If you haven't made your reservations yet, you can always send those details later.

ONLINE INFORMATION FORM:

Please complete this online Registration Form ASAP and before May 20.

<https://communityofwriters.org/workshops/writers-workshops-participant-registration/>

Deposit: You will need to pay your nonrefundable deposit immediately and no later than noon on May 20.

Secure payments can be made with a credit card or PayPal at the end of the online form. You may also mail a check (made out to Community of Writers and sent to the Nevada City address below.) Unless otherwise noted on your acceptance e-mail, your deposit should be in the amount of \$800. All payments must be received in Nevada City by the deadline. *However, if your deposit payment will be delayed slightly, please let me know.*

If mailing a check, send it to:

Community of Writers

PO Box 1416

Nevada City, CA 95959. (At this time of year, do not send anything to the Olympic Valley address.)

Housing questions can be directed to our Housing Coordinator, Kaitlin Klaussen: kklaussen@gmail.com.

Upon receipt of your deposit and forms we will send you more information about the conference and the Tahoe area. The final payment for the balance of your tuition and housing will be due on June 24. Please plan ahead.

I look forward to a wonderful workshop week with you in the mountains! Please email me with any questions or concerns.

Sincerely,



Brett Hall Jones
Executive Director

COMMUNITY OF WRITERS at SQUAW VALLEY

WRITERS WORKSHOPS Accommodations

Options are limited. Complete the Registration Form early to obtain your first choice!

HOTELS

There are several good hotels in Squaw Valley if you are interested in arranging your own housing for the week.

HOUSING WE ARRANGE

We house participants in shared condos in the Village at Squaw Valley (Option 1), Shared Houses (Option 2), or Private Condos in the Village at Squaw Valley (Option 3). Availability is limited, so complete your online Registration Form early to get your first choice. To help us place you in an appropriate unit, indicate on the registration form if you have any special needs or concerns or physical requirements. Mention anything that would help us put you in an appropriate house or condo with compatible housemates. (Really, some details do help.) There may be men and women in the same house, but shared bedrooms will be single-gender. Some of the houses are within walking distance; some require a short drive; so indicate whether you will have a car.

OPTION 1: Shared Condos in The Village at Squaw Valley

These condos are located in The Village at Squaw Valley. 3-4 participants share a condo. Participants may choose the room type they prefer. Close walking distance to the conference's lodge venue, these units are newer and are very convenient to cafés and stores. Music and other activities are planned by the Village such as BluesDays Tuesdays and an Art Festival, which could attract tourists.

Bedroom Type	Writers per Room	Bathroom Type	Rate (7 Nights)
Master Bedroom	1	Private "ensuite" bathroom	\$1025
Private Basic Bedroom	1	Private, assigned bathroom but not "en suite"	\$910
Shared Twin Bedroom	2	Shared assigned bathroom with roommate	\$535

Room types are limited and are reserved on a first-request basis.

OPTION 2: Shared Houses in Squaw Valley neighborhood.

Our houses in Squaw Valley are, in most cases, a 10-20 minute walk to the conference's lodge venue (or short drive). 4-8 participants share a house in a larger group, and each may choose the room type he or she prefers. These houses are limited, so reserve early. We always make sure there are participants with cars in each house to help those without obtain rides as needed. For those rooms which have a shared bathroom, we will do our best to arrange them with the same gender.

Bedroom Type	Writers per Room	Bathroom Type	Rate (7 Nights)
Master Bedroom (Very limited.)	1	Private bathroom (not all are ensuite)	\$950
Private Basic Bedroom	1	Shared bathroom, with same gender	\$790
Shared Small Twin Bedroom (limited)	2	Shared bathroom, with same gender	\$490
Shared Bunkroom	3 in bunkbeds	Shared bathroom, with same gender	\$325

Room types are limited and are reserved on a first-request basis.

OPTION 3: Private Condos in The Village at Squaw Valley

These private condos are located in The Village at Squaw Valley. Close walking distance to the conference's lodge venue, these units are newer and are very convenient to cafés and stores. Music and other activities are planned by the Village such as BluesDays Tuesdays and an Art Festival, which could attract tourists.

Condo Type	Writers per Unit	Bathroom Type	Rate (7 Nights)
One Bedroom Suite	1	Private bathroom	\$1466

Payment for these units will be made directly to the Village, and they are limited and are on a first-request basis. Please wait to receive access code from us.

NOTE: Every unit (Options 1, 2 or 3) will have a kitchen and will be supplied with utensils, pans, a coffee pot and bedding. You may check in after you register and receive your housing assignment on Monday, July 8 in the late afternoon; check-out is mid-morning, Monday, July 15. Housing questions can be directed to our Housing Coordinator, **Kaitlin Klausen**: kklausen@gmail.com.

WRITERS WORKSHOPS

Travel Information

Squaw Valley

Squaw Valley (Olympic Valley) is located near the north shore of Lake Tahoe. It should not be confused with the Squaw Valley near Fresno.

Transportation

Our registration is from **1:00 - 4:00 on Monday, July 8, 2019**. Try to plan your trip to arrive in Squaw Valley, no later than 3:00 pm that day. At the end of the week, plan your departure for around 11:00 am, Monday, July 15, as there is a closing talk and goodbyes that morning. If you are flying, see below.

Driving: Squaw Valley is located near the North Shore of Lake Tahoe. It is a four-hour drive from the Bay Area, and a one-hour drive from the Reno-Tahoe International Airport. Please indicate on the online REGISTRATION FORM if you are interested in carpooling to Squaw Valley. We will send driving directions as well as other travel information. Please consider offering rides to others in your area.

Bus: There is a bus station in Truckee, 15 miles (20 minutes) from Squaw Valley. The TART Yellow Line (Highway 89 Route) leaves Truckee for Squaw Valley/Tahoe City every hour on the half-hour. Arrive in Truckee no later than 2:30 pm, July 8. The cost is less than \$3.50 and it takes about 22 minutes to arrive at the Clock Tower in Squaw Valley. <http://www.placer.ca.gov/departments/works/transit/tart>

Flying:

The airport to use is the Reno-Tahoe International Airport in Reno, Nevada. Squaw Valley is a one-hour drive from Reno. You may decide to rent a car for the week, or you can take a shuttle to Squaw Valley. The cost of the shuttle is \$50 (\$95.00 round trip). In scheduling, keep in mind that our housing won't necessarily be available until late afternoon.

Arrivals: We will have shuttles picking up participants at the airport baggage claim area on registration day, July 8. If possible, schedule your flight arrival between noon and 3:00 pm. We will have 3 shuttles from the airport on July 8:

- 12:40 pm for flights arriving before 12:10 pm.
- 2:20 pm for flights arriving before 1:50 pm.
- 3:40 pm for flights arriving before 3:00 pm. (NLTE*, see below, has a 4 pm shuttle, if necessary).

Drop-off location: Squaw Valley Lodge (You won't be staying there, but it is just steps from our headquarters.)

Departures: We hope you will schedule your flight on July 15 to depart between 1:00 and 3:00 pm; however we know earlier flights are sometimes necessary*. We will have three shuttles to the airport on July 15:

- 8:00 am for flights departing after 11:00 am. (NLTE*, see below, has a 6:20 am shuttle, if necessary).
- 9:30 am for flights departing after 12:30 pm.
- 11:00 am for flights departing after 2:00 pm.

***Alternate Shuttle Service:** If your flight time won't allow you to use our shuttles, contact North Lake Tahoe Express (NLTE). <http://transit.activitytickets.com> You will have to schedule and pay for the trip in advance.

(Drop-off location: Squaw Valley Lodge. Pickup location: The Village at Squaw Valley)

WRITERS WORKSHOPS

Expense Worksheet - Please keep for your records

This page is for your information only. Use this Expense Worksheet to help you plan financially for the workshops. Payment of your deposit can also be made at the end of the process online, or you can choose to mail us the check to the address below.

TUITION:

___ TUITION \$1350 \$1350

___ SPECIAL ADAPTATION CLASS \$250 (IF ENROLLED, TBD) _____

___ FINANCIAL AID (IF GRANTED) - _____

TOTAL TUITION DUE _____



A) _____

HOUSING & SHUTTLE:

___ Housing _____

___ Airport Shuttle (\$50/\$95) _____

TOTAL HOUSING & SHUTTLE _____



B) _____

TOTAL FEES

Please add together A and B to find the total amount of your fees.

D) _____

NONREFUNDABLE DEPOSIT:

Send us a nonrefundable deposit as indicated in your letter: _____



E) - _____

BALANCE DUE AT REGISTRATION

Please subtract E from D to find the amount due at registration

F) _____

THANK YOU!

HELP A FELLOW PARTICIPANT ATTEND

Consider including another check as a donation to our scholarship fund, and help another writer attend. Donations may be tax-deductible if you itemize.

*Work waivers will be determined in a few weeks. Preference will go to those who didn't receive financial aid in other areas.

**If you are enrolled in the Adaptation Class (\$250), you will be sent a confirmation e-mail.