

Dear Dr. Kane,

This is to confirm the appearance of on PEOPLE ARE TALKING on Friday, April 3

We'd like to go over some information that we hope will make your appearance more enjoyable. Please be at our studio by 9:15 a.m. unless you have a demonstration to set up or visuals that need to be reviewed; in which case please arrive by 9:00 a.m. We would prefer to have any visuals being used, i.e. slides, film, videotape, photographs, etc. at least a few days ahead of time, but if this is not possible then the 9:00 a.m. arrival time at the studio the day of the appearance is requested.

Biographical and other pertinent information should be sent in advance of the interview, including a phone number where the guest may be contacted the night before and the morning of the show. There are public parking lots in the area and some streets where there is on street parking. If you find a spot that says you must have an "A" sticker you should know that you can park there for two hours without an "A" sticker. If you have things to unload you may want to double park in front, unload and then park your vehicle.

It is our understanding that any props or eqiupment needed for this interview will be supplied by the guest. If mounted pictures are to be used, please do not have them mounted on white, or charts drawn on white backgrounds. It is also requested that you try to avoid wearing anything white.

If there are any further questions or information needed, please do not hesitate to contact us. Our office hours are between 7 a.m. and 3 p.m. Monday thru Friday (415-765-8773). At any other time call 415-362-5550 and have the operator call a staff member at home.

Thank you so much for tolerating yet another form letter and we do look forward to seeing you on PEOPLE ARE TALKING.

Joanne Sutro, Associate Producer