

## **1. Are participating buildings open for five hours of Doors Open Saskatoon event?**

Ideally, your building would be open to the public from 12 noon – 5:00 PM. By doing so, visitors will be given the greatest opportunity to experience the heritage and architectural significance of your building(s).

## **2. I'd like to participate in Doors Open Saskatoon but I can't imagine allowing the public to roam freely through my building(s). How can I make this work?**

It is important to understand that you do not need to open the entire building(s). Open only what will be of special interest to the public and what works for you.

Consider establishing an orientation area near the entrance where the public can receive information about your building(s) and your organization. From this orientation area, you can direct the public to a few places of special interest (e.g., an original boardroom, a room with a special view of the city, a restored stained glass window, or a behind-the-scenes location.) Have staff or volunteer guides on hand to talk about the special features of these areas.

Another controlled-access option is to run brief guided tours through your building(s).

Take reasonable precautions against theft by locking away items of value and by securing rooms that are not open to the public.

## **3. Who is responsible for opening my building(s) and supervising the public during Doors Open Saskatoon?**

As a building owner/manager participating in the Doors Open Saskatoon weekend, you (and your staff/volunteers) are responsible for opening your building(s) and supervising all visitors.

The success of Doors Open Saskatoon depends on your organization's readiness to take ownership of the event. The hosts at every participating building must be ready and willing to warmly welcome Doors Open Saskatoon visitors.

## **4. What else is expected of us?**

While the all-inclusive Doors Open Saskatoon printed guides (Star Phoenix, Saturday, June 4) will offer basic historic and architectural facts about all participating venues, we encourage each building owner/manager to provide additional information, such as printed handouts, scheduled lectures or exhibits, or guided tours. Another option is to station your staff/volunteers throughout the buildings so that they can answer questions.

Doors Open Saskatoon volunteers will be posted at each participating building and will keep track of the number of visitors and call the visitor count into the Doors Open office.

## 5. What about liability and insurance issues?

Doors Open Saskatoon is covered for public liability, but not for property damage or theft. **It is your responsibility to ensure that you are adequately insured.**

## 6. How will my building be identified to the public as one of the Doors Open Saskatoon sites?

To identify your buildings as a Doors Open Saskatoon site, you will be provided with a large "Doors Open Saskatoon" banner to hang on the outside of your building. There is no charge for this banner; however, it must be returned after the event. Information about your building will be included in appropriate Doors Open Saskatoon promotional material, press materials, the Doors Open Saskatoon web site, etc.

## 7. Can I charge admission to my building?

No. A guiding principle of the Doors Open concept is that admission to all buildings is **FREE**. The focus of Doors Open Saskatoon is to celebrate built heritage, architecture, and discovery by making participating buildings accessible to all. However, you may sell refreshments, relevant publications, souvenirs, etc., or distribute free information about your organization (e.g., brochures, and membership forms).

## 8. Some buildings are already open to the public. Can they still participate?

Buildings that fit the Doors Open Saskatoon profile and that are normally open to the public may be included in the roster if **admission is FREE and special activities or events are offered**, such as exhibits, talks, musical recitals, or behind-the-scenes tours.

## 9. Why should I participate in Doors Open Saskatoon? What's in it for me and my organization?

Doors Open Saskatoon participants will be associated with a well-publicized, high profile event that celebrates Saskatoon's unique personality and community through its rich architectural heritage. Doors Open Saskatoon is the largest architectural event in the city. Doors Open Saskatoon generates enthusiastic community pride in both building owners and residents. The event also allows residents and tourists to discover our city through active exploration and interaction with a wide range of people and buildings. Participation in Doors Open Saskatoon is a show of civic pride and goodwill. It is an excellent way for organizations to boost public relations.

As a patron or steward of a significant building, you deserve both public recognition and credit for your commitment to fine architecture and its preservation.

By sharing with the public the special historic and architectural features of your building(s), you can nourish pride and morale among your staff.

Showcasing the importance of built heritage helps the community gain a better understanding of Saskatoon's individuals, neighbourhoods, and communities.

## **10. Who is funding Doors Open Saskatoon?**

Doors Open Saskatoon is funded by partnerships between the City of Saskatoon, Meewasin Valley Authority, Saskatchewan Lotteries Community Grants and Sask Heritage Society.

## **11. I'm interested in Doors Open Saskatoon. How can I participate?**

Just complete our Doors Open Saskatoon [Participant Agreement \[.pdf\]](#) and send it to our Doors Open Saskatoon Event Manager listed below.

[Sue Lessmeister](#)

[Doors Open Saskatoon Event Coordinator](#)

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