

## **1. How long are buildings open for Doors Open Saskatoon?**

Ideally, your building is open to the public from 12:00 PM (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 would like to participate in Doors Open Saskatoon, but I cannot imagine allowing the public to roam freely through my building(s). How can I make this work?**

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, 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 Doors Open buildings?**

The Doors Open Saskatoon printed guides will offer basic historic and architectural facts about all 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 track of the number of visitors and advise the Doors Open HQ of the visitor count.

## **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 promotional material, Social Media, 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 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 is 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.

## 11. I am interested in Doors Open Saskatoon. How can I participate?

Just complete our Doors Open Saskatoon [Participant Agreement \(online registration link\)](#).