



A dynamic series of exclusive design-oriented events featuring notable Seattle designers and architecture

As a leader in Seattle's design community the Seattle Architecture Foundation invites you to showcase your unique space or special project through *Design Soirée* – a series of design-oriented events connecting potential clients, peers and the public with designers and craftspeople.

*Design Soirée* is intended to cultivate a greater understanding and appreciation of how design enriches our lives. All funds raised will support SAF's mission of inspiring people to become more connected to the architecture, design and history of Seattle. We are excited to facilitate these experiences which will put people in touch with the built fabric of our city and those who make design happen in Seattle.

## Roles & Responsibilities

### HOST

Arranges venue, provides refreshments, and organizes unique themed program. The more creative, the better!

For inspiration see [Last Year's Events](#)

### Elements to consider

**Location & Theme:** Select a unique or special site – design office, client building, studio or workshop and organize your event around a unifying idea

**Food and drink:** Cocktail party, workshop, wine or beer tasting, or other?

**Format & Programming:** Informal or structured, perhaps include a speaker or theme-based activities. Ex: speaker-focused, tour, salon discussion or mix & mingle

**Partnerships:** Try combining efforts with project partners, musicians, artists or restaurants to make your event stand out

**Capacity:** Venue specific, small and exclusive or larger events – you decide. Average of 20 or so guests suggested

**Ticket Price & Proceeds:** Variable and program dependent. Jointly determined by host and SAF team. All ticket sales benefit SAF

**Cost:** As simple or as extravagant as you want, each host is responsible for all event costs

### SAF

SAF will manage registration, ticketing and marketing for all events, and you are welcome to invite clients and guests

#### The following will be provided upon request:

- AV equipment/supplies (projector, laptop, card table, etc.)
- Volunteer support
- SAF Staff and/or Board representation

### Deadlines & Submittal

In 2020 this series will run year-round following a quarterly marketing schedule. When planning your event please keep in mind these submittal deadlines.

#### December 16, 2019

for events February - April 2020

#### March 16, 2020

for events May - July 2020

#### June 15, 2020

for events August - October 2020

#### September 14, 2020

for events November 2020 - January 2021

[Please submit your proposal online here](#) for consideration

for our **2020** series. Once selected, the SAF team will work with you to make sure all details are in order leading up to your event.

If you have any questions or would like to discuss your event proposal, please contact Stacy Segal, Executive Director, Seattle Architecture Foundation, [Stacy@seattlearchitecture.org](mailto:Stacy@seattlearchitecture.org), (206) 957-1920.