



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.

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

*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. **We are hopeful that we can offer this series in person by spring, but we welcome virtual events as well.**

## Roles & Responsibilities

### HOST

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

For inspiration see [the events from 2019](#).

### 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

### Deadlines & Submittal

In 2022, this series will run year-round following a quarterly marketing schedule. When planning your event, please keep in mind these submittal deadlines.

#### January 5, 2022

for events late February - March 2022

#### February 16, 2022

for events April - May 2022

#### April 16, 2022

for events June - July 2022

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

for our **2022** 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.

### 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