

Section 1: Site Information

Organization (known as applying organization)	Civic Address
Telephone	E-mail

Is this your first time participating in Doors Open? Yes No

Primary Contact		Secondary Contact	
Name		Name	
Telephone		Telephone	
E-mail		E-mail	
Will you be present on the day of the event? (indicate yes or no in the box)		Will you be present on the day of the event? (indicate yes or no in the box)	

Section 2: Event Information

We will participate on the following dates:

- Saturday September 24th, 2022, 10am-4pm
- Sunday September 25th, 2022, 10am -4pm.

We will provide the following event provision (select all that apply):

Indoor Guided Tour	<input type="checkbox"/>	Outdoor Guided Walking Tour	<input type="checkbox"/>	Online Workshop	<input type="checkbox"/>
Indoor Self-guided Tour	<input type="checkbox"/>	Outdoor Self-Guided Walking Tour	<input type="checkbox"/>	Online Site Tour	<input type="checkbox"/>
Other onsite programming	<input type="checkbox"/>	Describe:			

Note: Although Doors Open is a **drop-in event**, you may wish to offer additional programming or site access that requires pre-registration or organize activities at specific times during the event. You are more than welcome to do so – but please be aware, you will be responsible for managing registration processes, etc. Please provide all relevant information within this application (add additional pages if necessary), so KAM may promote and communicate this information accordingly.

Additional information about Event provision (tour capacity limits, start times; registration requirements; registration links, etc.):

Section 3: Additional Site Information

For promotional purposes, please provide a brief description of the site. Include, if available, important and interesting architectural, historical or anecdotal information of interest. (50-60 words max).

Building Type if Known:

Attraction	<input type="checkbox"/>	Place of worship/Spiritual	<input type="checkbox"/>	Museum	<input type="checkbox"/>	Transportation	<input type="checkbox"/>
Commercial	<input type="checkbox"/>	Historic Landmark	<input type="checkbox"/>	Post Office	<input type="checkbox"/>	Food & Drink	<input type="checkbox"/>
Cemetery	<input type="checkbox"/>	Library	<input type="checkbox"/>	Private Residence	<input type="checkbox"/>	Green Building	<input type="checkbox"/>
Courthouse	<input type="checkbox"/>	Military	<input type="checkbox"/>	Theatre	<input type="checkbox"/>	Community Gathering Space	<input type="checkbox"/>
Governance	<input type="checkbox"/>	Other (Describe)	<input type="checkbox"/>				

Landscape Type:

Conservation Area	<input type="checkbox"/>	Garden	<input type="checkbox"/>
Landscape or Natural Heritage	<input type="checkbox"/>	Trail	<input type="checkbox"/>
Traditional/Sacred/Ceremonial	<input type="checkbox"/>	Other	<input type="checkbox"/>

If other, describe:

Site Services Available:

Parking	<input type="checkbox"/>	Full Wheelchair access?	<input type="checkbox"/>	Other Heritage Plaques?	<input type="checkbox"/>
Washrooms	<input type="checkbox"/>	French services available?	<input type="checkbox"/>	Is this site protected by the Ontario Heritage Trust?	<input type="checkbox"/>
Partial Wheelchair access?	<input type="checkbox"/>	Does this property have a gold and blue provincial plaque?	<input type="checkbox"/>	Is this site a national historic site?	<input type="checkbox"/>
On/Near Public Transit Route	<input type="checkbox"/>	Within Municipality of Kingston	<input type="checkbox"/>	Outside of Municipality of Kingston	<input type="checkbox"/>

Section 4: Additional Site Information:

Name of architect (if known): _____ Year Built (if known): _____

Art Deco	<input type="checkbox"/>	Georgian	<input type="checkbox"/>	Ontario Gothic	<input type="checkbox"/>	Second Empire	<input type="checkbox"/>
Art Moderne	<input type="checkbox"/>	Gothic Revival	<input type="checkbox"/>	Period Revival	<input type="checkbox"/>	Vernacular	<input type="checkbox"/>
Arts and Crafts	<input type="checkbox"/>	International Italianate	<input type="checkbox"/>	Prairie	<input type="checkbox"/>	Victorian	<input type="checkbox"/>
Brutalism	<input type="checkbox"/>	Log Structure	<input type="checkbox"/>	Queen Anne Revival	<input type="checkbox"/>	Victory Housing	<input type="checkbox"/>
Classical	<input type="checkbox"/>	Neoclassical	<input type="checkbox"/>	Regency	<input type="checkbox"/>	Indigenous Architecture	<input type="checkbox"/>
Revival	<input type="checkbox"/>	Octagon	<input type="checkbox"/>	Renaissance Revival	<input type="checkbox"/>	Other (Describe)	<input type="checkbox"/>
Edwardian	<input type="checkbox"/>	Ontario Cottage	<input type="checkbox"/>	Romanesque Revival	<input type="checkbox"/>		

Section 5: Promotional Resources:

Are there existing professional photographic images of the site available for use in Doors Open Ontario and community marketing materials? Please indicate yes or no in the box.

Yes No

If yes, please submit a maximum of two (2) high quality digital images and provide their filenames and descriptors below. Please advise how you will submit to the Doors Open Kingston organizing team (ie., shared cloud link, e-mail attachments, USB, etc).

	Filename/ Size	Descriptor (include any photo credit requirements)
1		
2		

Section 6: Agreement Statements (please check the box and sign below):

<input type="checkbox"/>	The applying organization agrees that visitors will be able to access their site/activity free of charge during the Doors Open 2022 event.
<input type="checkbox"/>	The applying organization assumes all responsibility for the organizing and implementation of site provision and programming, including staff & volunteers, offered during the Doors Open 2022.
<input type="checkbox"/>	The applying organization agrees to and confirms that the site is insured and maintains full coverage for public liability and property damage.
<input type="checkbox"/>	The applying site agrees to taking count of visitors during Doors Open 2022 and to report these visitor figures to KAM following the event.
<input type="checkbox"/>	The applying organization agrees that they are responsible for implementing and overseeing all health & safety protocols and requirements for their own site, staff, volunteers, and visitors.
<input type="checkbox"/>	The applying organization absolves the Kingston & Area Association of Museums, Art Galleries and Historic Sites (KAM), its funders and sponsors of responsibility related to possible insurance claims or legal actions against the site during the Doors Open Kingston event.
<input type="checkbox"/>	The applying organization absolves the Kingston & Area Association of Museums, Art Galleries and Historic Sites (KAM), its funders and sponsors for any errors or omissions in the Doors Open publicity materials.
<input type="checkbox"/>	A representative of the applying organization will collect (by appointment) from the KAM office Doors Open Signage (if available).

By indicating registration for Doors Open Kingston & Area 2022, you have the authority to bind the organization and support Doors Open Kingston & Area by your signature below:

Name & Position	Signature
Date	

