

SUBMISSION PACKET

2024 AIASF Home Tours

THIS YEAR'S HOME TOUR TAKES PLACE ON SATURDAY, SEPTEMBER 21, 2024

PRESENTED BY



IN COLLABORATION WITH



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AIASF Home Tours

Started in San Francisco in 2004, the AIASF Home Tours program is the first tour series of its kind in the Bay Area to promote a wide variety of architectural styles, neighborhoods, and residences — all from the architect's point of view. Projects are showcased via an open house format and tour participants have the opportunity to see some of the region's latest projects from the inside out, meet design teams, explore housing trends, and discover design solutions that inspire unique ways of living.

This is an excellent opportunity for architects and homeowners to showcase the positive impact of great residential design in San Francisco and demonstrate the ways design contributes to an improved quality of our daily lives.

Specifically, the tour aims to:

- Celebrate the wealth of great design in the region, revealing ways it continues to contribute to our unique quality of life.
- Promote the awareness, understanding, appreciation, and experience of excellent design.
- Engage the community in conversation about residential design and connection with the surrounding environment.
- Provide insights into the design process with pre-tour lectures and opportunities to interact with architects and designers on site during the tour.
- Demonstrate the positive impact of great design as it contributes to our economy, environment and community identity.
- Highlight the innovative talent of our local design community and inspire a new generation of architects to explore the field.

Submissions Criteria

- **Submissions Deadline: Friday, June 7, 2024 by 11:59 PM (Pacific Time)**
- Must be a current [AIA San Francisco Member](#): it is the goal that the AIASF Home Tour program showcase architectural designs by licensed architects and AIA members that demonstrate the value of hiring an architect, and the value of the collaborative process between architects, homeowners, and design professionals. ***All entries must be submitted by a firm principal who is a registered Architect, current AIA member and who is ultimately responsible for the project design.***
- Architect agrees to collaborate with AIASF with all necessary logistics to showcase the project being submitted; additionally, the Architect agrees to participate as a panelist in the Architects' Forum scheduled for Thursday, September 19, 2024 from 6:00 - 8:00 PM (Pacific Time) at the Center for Architecture + Design, 140 Sutter Street, San Francisco;
- Previous Home selections from this Tour are not eligible;
- Multiple Submissions: A maximum of three (3) homes may be submitted from any one firm. Only one (1) home per firm may be chosen to be on the Tour;
- Project Completion: Projects must be substantially complete by the date of submission
- Architect + Homeowner Agreement (Page 5) must be signed and included with submission;
- There is no fee to submit a project.

Please Note: For this program, the architect/design team is defined as the architects and designers of the firm who worked on the project and does not include interior designers, contractors, engineers, etc. In order to keep the integrity of the mission and vision of the Tour program, we will not have representatives outside of the architect/design team at the homes unless they are under a sponsorship agreement with AIA San Francisco.

Program Overview

Hours: Homes will be open on Saturday, September 21 for ticketed attendees from 10:00 AM until 4:00 PM (Pacific Time).

Docents: AIA San Francisco will station an experienced group of trained volunteer docents at each home. A docent is stationed at each entrance in order to validate access for all guests. Docents are posted inside the home to answer questions and to make sure that everyone has an enjoyable experience. The number of docents in each residence is dependent upon the size and layout of the property. Special attention will be given to each home and to accommodate site-specific requests and / or needs. A head docent is assigned to each home to serve as team leader and liaison with AIASF staff throughout the day. Head docents have previous experience working at AIASF Home Tours and share our mission of creating a unique program that is fun, educational, and inspirational.

The address of each home will not be made available to the general public or published online. Ticket holders learn of the address only through the printed ticket that will be mailed prior to the tour, purchased at the AIASF office, or picked up at the official Home Tours Headquarters on the tour day.

Attendees: An estimated 500+ local and international attendees and represented a range of professions including architects, designers, and others from the greater design community.

Architect + Homeowner Agreement

The Project Architect agrees to the criteria noted in this submissions package for inclusion in the **2024 AIASF Home Tours**. If applicable, the Project Architect submitting the Project listed below acknowledges that the Homeowner agrees to all criteria; if the project listed below is in a gated community, the Homeowner agrees and is responsible to notify their neighborhood or homeowner association and has given authorization for the submitted Project to be on the Tour; additional criteria may apply and/or is subject to change.

SUBMITTED PROJECT

PROJECT NAME (AS WILL APPEAR IN PROGRAM)

NEIGHBORHOOD

PROJECT ADDRESS

PROJECT ARCHITECT

PRINT NAME

FIRM NAME

FIRM ADDRESS

EMAIL

SIGNATURE

DATE

HOMEOWNER/CLIENT

PRINT NAME

SIGNATURE

DATE