

HOME TOUR 2013

CALL FOR ENTRIES

The AIA Houston Residential Committee is accepting entries for the 27th Annual AIA Houston Home Tour to be held October 26-27, 2013.

All entries must be received by 5 PM Friday, May 24. Eligibility is limited to homes located within the Houston metropolitan area, designed by an AIA architect, and completed within the last 5 years. Homes must be substantially complete and available for photography on June 10.

Architects from outside of the Houston area are invited to submit but will be expected to fulfill **all** requirements of participating architects.

Selection Process

A selection committee of qualified industry professionals will review the submittals and will make a recommendation to the AIA Houston Executive Committee. The Executive Committee will make the final selection of homes to include in the tour.

As Houston grows and its urban density increases, the variety of housing options and solutions continue to expand. Consequently, location will not be a determining factor in the selection process, and the committee will strive to have a variety of architectural styles represented on the tour. The criteria used to select homes for the tour will include:

- ① Design Excellence
- ② Quality and Craftsmanship
- ③ Innovative Design Solutions and Use of Materials
- ④ Sustainability

Requirements of Participating Architects

- ① A submittal form must be completed for each house submitted and must include a 250 word description of the house.
- ② House must be the work of registered architects who are members of the AIA.
- ③ Projects must be substantially complete (as defined per AIA document A201) by date of submission and preference will be given to houses that are furnished, occupied, and landscaped.
- ④ Architects may submit multiple homes for the tour.
- ⑤ The home must be made available for photography between June 10 and June 21 so that the photographer can make appointments to visit each house.
- ⑥ The architect is required to provide a contact list of 10 vendors and will be responsible for securing no fewer than 4 house sponsors (\$250 ea.). These are generally contractors, consultants, subcontractors, etc.
- ⑦ The architect will be responsible for recruiting an adequate number of docents to staff the house during the tour.
- ⑧ The architect must be present at the house during the home tour.

SUBMISSION FORM

Please submit this form, a 250 word house description, and 6 digital images (at least 2 exterior and 2 interior) on a CD to AIA Houston. Before submitting a house, please discuss with and get approval from the homeowner. Architects will be notified by June 6, 2013. The tour will be on Saturday, October 26 and Sunday, October 27 from 12:00 noon to 6:00 PM. The architect must be an AIA architect member and is responsible for providing docents. Construction must be substantially complete by June 10, but it may be unfurnished. If you would like to recommend a house designed by another architect, please give us as much information as possible, and we will contact the architect.

SCHEDULE

- May 24: Deadline for Submittals, 5PM
- May 31: Jury Selection
- JUNE 6: Architects' Meeting
- JUNE 10-21: Photography of Houses
- SEPTEMBER 1: Deadline for Poster and Brochure Sponsorships
- SEPTEMBER 16-20: Poster Distribution
- OCTOBER 16: KUHF Ads Begin
- OCTOBER 17-18: Sponsor Boards Distributed
- OCTOBER 14-25: Pick up House Basket
- OCTOBER 25: Docent Party
- OCTOBER 26-27: Home Tour Weekend

INFORMATION

Architect: _____

Firm: _____

Address: _____

Phone: _____

Email: _____

Firm Contact: _____

Firm Contact Email: _____

Contractor _____

Address of House: _____

Completion Date: _____

Project Size (SF): _____

VENDORS (10 required; list here or attach separate sheet)

Company	First	Last	Email	Phone	Address	City	State	Zip
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