Call for Proposals

Summer of Architecture Submission Form

Submitter’s Name:

Submitter’s Email/Phone:

Organizer/Partner Name:

Organizer/Partner Description (50 words or less):

**Event Information**

Event Title:

Event Description (100 words or less):

Status (in-person or virtual):

Venue Name:

Venue Address:

Date(s):

Start Time:

End Time:

Presenter/Speaker/Tour Guide Name:

Presenter/Speaker/Tour Guide Email/Phone:

Presenter/Speaker/Tour Guide Bio (50 words or less):

Cost (for events outside the District Architecture Center):

Capacity:

Learning Objectives (based on the event description):

[How to Write Learning Objectives](https://www.aiadc.com/sites/default/files/learning-objective-assets.pdf)—Click [Here](https://www.aiadc.com/sites/default/files/learning-objective-assets.pdf)

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**Attachments**

1. *Event Image* (landscape preferred)—to visually express the event and accompany the event description on the webpage. Provide high-resolution JPEG, 300dpi at 600px wide
2. *Presenter/Speaker/Tour Guide Image* (square preferred)—to accompany the bio on the webpage. Provide high-resolution JPEG, 300 dpi at 300px x 300px

**Publication Release**

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Event Image Credit:

Submitter Signature:

Date:

Photographer Signature:

Date:

**Important Dates**

Early Proposals Due May 20, 2022 for events between June 21–August 12, 2022

Late Proposals Due July 12, 2022 for events between August 13–September 22, 2022

We encourage you to submit this form early.

**Questions**

Contact Scott Clowney, Assoc. AIA via email at sclowney@aiadc.com