



Frequently asked questions

As the tour approaches, you probably have a lot of questions. Many of them will be answered [here, in the venue terms and conditions](#), so please review this document.

Also, here are a few FAQs to clarify some main points:

Q: Do I have to keep my venue open for the whole day (10 a.m. to 4 p.m.), on both Saturday and Sunday?

A: Yes. Venues must be open and accessible for the full duration of the tour. We recommend finding someone to periodically step into the role of welcoming guests, so you can take breaks.

Q: Can I get extra signs?

A: We may have some additional signs available, so get in touch with us as soon as possible to make arrangements. Email admin@wkartscouncil.com.

Q: Do I have to have work for sale?

A: Many venues find the tour to be an excellent opportunity to make some sales. However, if your venue is primarily an exhibition space and you don't normally sell work, there is no need to offer items for sale.

Q: Can I charge an entrance fee during the tour?

Entrance to all venues—even ones that normally charge a fee—must be free for the duration of the tour.

Q: I have an outdoor venue. If it rains, is it okay to close?

A: Where possible, we expect that you'll find an alternate way to welcome to visitors and showcase your work. In the case of extreme weather in which visitors and your work are at risk, and closing is absolutely necessary, [email WKRAC](#) as soon as it's safe to do so, and we can help spread the word.

Q: If I run out of printed tour directories, where visitors pick some up?

A: Visitors have three options when it comes to discovering tour venues: they can visit the [tour website](#), view the directory as an [online pdf](#), or pick up a printed copy at many locations around the region, [listed here](#).

Q: What am I supposed to do with the postcards?

A: We encourage you to distribute the tour posters and postcards widely to advertise the event. We also ask that you keep some of your postcards at your venue to hand out to visitors. The postcards include a QR code to direct visitors to our online survey about their experience attending the tour. Let them know that they could win a prize!

Q: Do I need to count how many people come to my venue?

A: You don't need to count them exactly, but we will ask you during a follow-up survey roughly how many people came by. Please do your best to track numbers.

We hope this helps!

If you have additional questions, feel free to get in touch with us: admin@wkartscouncil.com or 250-352-2421.