



Information for Garden Openers

Thank you for placing your opening date/s on the Open Gardens/Jardins Ouverts website for this year.

As someone who has opened for us in the past and is more familiar with our publicity materials, this year we are giving you the opportunity to “tailor” your Garden Pack to your requirements by indicating this on the enclosed form and returning it to us.

We are hoping that this will help you and save environmental waste and postage costs.

If you have made special arrangements for your garden pack to be delivered via your coordinator please let us know. If not, your pack will be sent to the address you indicate at the bottom of the form.

Some items have changed slightly but others you will be familiar with. The most important changes are to the Day Passes (ref 14) and the annual Membership Cards (ref 13). To make things easier at the garden gate we are asking that you give your visitor a Day Pass from a book of tickets (25 per book). Please indicate on the form how many books you would like. You will no longer need to ask for any details of the person buying a Day Pass. If you are charging a reduced rate for your garden only, you will be asked to strike through the Day Pass to indicate it cannot be used elsewhere.

These are now generic and should you have any left at the end of your open day, you will be able to use them the following year. You can also use these if you open by appointment, to not only act as a receipt for the visitor but so that you can keep count of anyone who visits outside of an open day.

To help gather details of anyone who might be interested in helping us in any way, such as opening their garden, becoming a coordinator, becoming a “Friend of OGJO,” or who would just like to receive our newsletter we are supplying a Garden Contacts form (ref 07) which you can either have available where you serve refreshments or keep at the garden gate for someone to complete on their way out.

The new annual Membership Card is now the size of a debit card. You just need to write the person's name on the back and complete the year issued. All Membership Cards run from the first day of March each year to the last day of February the following year. This has no top part to complete. Instead we are providing a Membership Application form (ref 08) for new members to write all their contact details as normal. As a garden opener you are able to add yourself and your partner (if you have one) and give yourself/selves your annual Membership Card/s. Please indicate on the enclosed form their name/s and email addresses in order that we have a record of your membership now, as you may not be opening your garden until later in the year.

A Garden Gate Visitor Numbers form (ref 06) is provided for you to keep track of the total number of visitors who come and to indicate whether they already have a Day Pass or annual Membership Card or are buying them from you.

Also, as we mentioned in a previous newsletter we are trying to be a little more flexible in our pricing structure. We hope that most gardens will continue to charge the normal 5 euros for a Day Pass. However, if you have either a very small garden that you feel does not justify 5 euros entry, or an isolated garden where you know there are no more gardens near you to visit that day, you may charge less.

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To make clear any differences in the entry fee we are supplying a choice of two A3 Entrance Fee Posters.

- One (02a) is for you to add the normal 5€ Day Pass price in black marker if you will be charging the suggested price of entry.
- The second poster (ref 02b) has a space for you to write anything that varies from the norm, (for example 3€ entry), and it states “for this garden only.”
- Alternatively if you have a specific group of gardens that have chosen to charge slightly more, there is a space for this too.
- You can put a cross in any circle not used.

Please indicate which poster you would like. Please remember if you are not charging the normal 5€ you must add this to your garden page on the website (or ask us to). This will hopefully avoid any problems at the garden gate.

Where we have larger group of gardens opening together you may find they charge more from this year, but again we have asked them to write this on their garden pages and state it clearly at their garden entrances on the A3 Entry Fee poster.

Another important change this year is to our Trifold Leaflet. We are now supplying these in two separate languages, one in French, (ref 12) and one in English (ref 11). We have tried to make these easier to read and relate more to how people can become involved with Open Gardens/Jardins Ouverts.

Remember, Trifold leaflets are not just to hand out on your open day. I use the Neighbourhood Drop leaflet (ref 09) with details of my garden opening, tucked inside a Trifold leaflet not only to give to neighbours, but also to put in my local Garden Centre or supermarket. Last year several people visited my garden who had picked one of these up whilst shopping!

Please indicate how many of each language you would like.

An A4 Generic Poster (ref 16) is being provided if you wish one that also explains how people can get involved and can be used either with or without Trifold Leaflets in shops, Mairies etc.

All other forms are either the same or similar to those you have used before.

Whilst this might seem like a lot of changes, we do hope that once you have everything to hand it will speed up the entrance at the garden gate, as only a new member will need to complete their details. All other people will only need to leave their details by choice.

If you find you need more supplies as the year goes on, maybe because you decide to open again or have a “Pop Up” opening, please try to let us know as soon as possible before your day so that we can supply you with what you need.

In the meantime, good luck and we hope you have a successful and enjoyable season.

Sue Lambert and the team at Open Gardens/Jardins Ouverts.

L'amour des jardins au service des enfants ou jeunes atteints de maladies graves ou de handicaps.

Using gardens to support disabled and seriously ill children and young people

Association N° W232001865

Siret N° 81838019800015

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