



**Scotiabank Hockey Day in Canada
Local Organizing Committee
Seeking Photographers**

Item #2: Event Photography (Tuesday January 16, 2017 – Sunday January 21, 2017)

The photographer will be committed for a time frame of a minimum 6 days to create a high resolution photographic record of all Hockey Day I Canada Events taking place in the city of Corner Brook.

Email or transfer a selection of high resolution images the SHDIC Local Organizing Committee and Rogers' social media group at the end of each day of the event.

- Required no later than 7 days after the conclusion of the Scotiabank Hockey Day in Canada Event:
 - 6 copies of high resolution images on USB keys (flash drives);
 - 3 copies of high resolution images on DVD; and
 - 4 of the above mentioned USB keys and one DVD will be given to Rogers free of charge within 10 days of the conclusion of the event.

Photography Technical Requirements:

- Images will be a minimum of 300 DPI, and provided in jpg, tiff and/or eps file formats; and
- For Pre-Event requirements, the photographer will be expected to be in contact with the SHDIC Local Organizing Committee contacts throughout all phases of project execution, meeting as needed in person and by phone or email and providing weekly written progress reports.

Ownership: It is understood and agreed that ownership of intellectual property developed as a result of fulfilling the requirements of this Request belongs solely and exclusively to the City of Corner Brook. As such, all photographs, both pre-event and event and the video will be delivered to the City of Corner Brook and the SHDIC Local Organizing Committee on a royalty-free basis, to be owned exclusively by the City of Corner Brook at no additional cost in perpetuity for any use it deems appropriate, without limitation or obligation to the service provider, photographer or video producer.

Please provide the following:

1. Cover Letter: With name, address, phone number, and e-mail address of the contact person;
2. Company/Individual's Information: Including background information and comprehensive listing of all services you will provide. If partnering with any 3rd parties to provide the services requested, please provide the names of proposed partners;
3. References: Three client references for the company;
4. Samples: examples and samples of past projects, preferably of a similar size and scope to this project, and in a style similar to what you would recommend for this project;
5. Rates: Standard hourly billing rates (indicate working hours each day, as all may not be required); and
6. Budget: Proposed budget for each item separately as all may not be chosen, included suggested work plan, and a breakdown of fees for professional services, hours, out-of-pocket expenses, and taxes that would cover the full scope of services.

Please submit submissions to shdicchair@outlook.com or agreen@cornerbrook.com no later than 5:00 pm Sept 20, 2017.

If you have questions, you may direct them to Bruce Keating, Chair, SHDIC Local Organizing Committee, by email at shdiccbchair@outlook.com or by calling 709.632.7880.