



Request for Proposal (RFP): Photographer for Celebrate Corvallis Awards Event 2026

Issued by:

Corvallis Chamber of Commerce
Corvallis, Oregon

Date Issued: October 20, 2025

Submission Deadline: December 15, 2025

Decision Notification: January 9, 2025

Introduction:

The Corvallis Chamber of Commerce is seeking proposals from professional photographers to capture the essence and moments of our upcoming event, Celebrate Corvallis 2026. This event is a significant celebration highlighting the accomplishments and contributions of our community members. The photographer will be responsible for capturing the venue, decor, sponsor signage, and the essence of the event, focusing on attendees, tables, workers, volunteers, honorees, and program highlights. The photographer will be responsible for acquiring headshots prior to the event for 40-50 nominees, to be utilized in the video production during the event.

About the Corvallis Chamber of Commerce:

The Corvallis Chamber of Commerce is a non-profit organization dedicated to supporting and promoting local businesses and enhancing the quality of life in our community. Celebrate Corvallis is one of our flagship events, bringing together a diverse audience to recognize and celebrate the achievements of individuals and organizations.

Scope of Services:

The selected photographer will be expected to provide the following services:

- Capture high-quality images of the event venue and setup before attendees arrive, including sponsor tables with signage, decorations, and overall ambiance.
- Emphasize the atmosphere, ambiance, and key elements focusing on attendees, workers, volunteers, honorees, or the program's content.
- Deliver candid shots that showcase the spirit and energy of the event.
- Document the overall program through visually appealing photographs.
- Schedule headshots for the 40-50 nominees for completion from January 2026 – February 2026 and then collaborate with the videographer on delivering those headshots.

Requirements:

- Professional experience in event photography, with a portfolio demonstrating similar previous work.
- Ability to capture high-resolution images suitable for print and online use.
- Availability on Saturday, March 14, 2026, for the duration of the event (specific hours to be discussed upon selection).
- Willingness to work collaboratively with event organizers and videographer to ensure the objectives are met.
- Preference will be given to photographers who are current members of the Corvallis Chamber of Commerce.
- A short turn around on select photos for promotional purposes.
- Should be familiar with the Corvallis community.
- Downloadable photos of the event are to be provided at no additional cost.

Submission Guidelines: Interested photographers are invited to submit their proposals by December 15, 2025.

The proposals should include:

- Introduction and background of the photography company or individual.
- Portfolio showcasing relevant event photography work.
- Proposed approach and methodology for capturing the event based on the requirements outlined above.
- Detailed pricing structure and any additional costs.

Submission Requirements

Interested graphic design companies, especially Chamber members, are invited to submit their proposals by December 15, 2025, via email to Director@CorvallisChamber.com with the subject line "Celebrate Corvallis Event Photographer Proposal"

- Company Profile: Overview of the photographer's experience and qualifications related to the creation of marketing materials and programs for large scale events.
- Previous Work: Examples or portfolio showcasing similar photography samples produced by the individual.
- Budget: Cost breakdown for night of event and headshots.
- Contact information for at least two references

The Corvallis Chamber of Commerce reserves the right to reject any or all proposals received and to negotiate modifications or award a contract to the photographer/photography company that best aligns with the requirements and goals of Celebrate Corvallis.

For inquiries or clarifications regarding this RFP, please contact Tracy Meese at Director@CorvallisChamber.com within 10 days of the submission deadline.