



Inspiring a Vibrant Toledo

3/20/2025

REQUEST FOR QUALIFICATIONS

Event Photography

PROJECT INTENT

The Arts Commission of Greater Toledo is seeking photography coverage of events and activities of The Arts Commission in 2025. Use of the photos include printed materials, social media, updates to The Arts Commission website, and other promotional and marketing materials.

ELIGIBILITY

The project is open to all artists, age 18 and over, regardless of race, color, religion, national origin, gender, age, military status, sexual orientation, marital status, or physical or mental disability.

TIMELINE:

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| • March 20, 2025 | Request Launched |
| • April 2, 2025 | Deadline for Submission of Qualifications |
| • April 9, 2025 | Finalists Selected for Bids |
| • April 23, 2025 | Project Awarded |

The Arts Commission reserves the right to change the project timeline. Depending on the schedule of the selected contractor and that of The Arts Commission, the project start date may be changed and will be mutually agreed upon.

PROJECT SPECIFICATIONS

The project consists of photo coverage of public and private events of The Arts Commission between the dates of May 2, 2025 and December 31, 2025. **Coverage dates include but are not limited to:**

- The Mix Fundraiser - May 2, 2025, 7-11pm
- Art Loop: Middle Grounds - June 21, 2025, 12-4pm
- Art Loop: Young and Arty Summer Party - July 27, 2025, 12-4pm
- Young Artists at Work - July 2025
- Artomatic 419 Exhibition - September 19-21, 2025
- Intersection Exhibition Reception - September 11, 2025 5-7pm
- Art Loop: Literati - October 16, 2025, 5-8pm
- Holiday Trunk Show - November 21-22, 2025
- Art Loop: Holly Trolley Gallery Hop, December 4, 2025, 5-9pm
- Annual Reception and Merit Awards Ceremony, December 2025

Event schedule is subject to change. Additional coverage may be requested as needed.

HOW TO APPLY

REQUIRED MATERIALS

- o **Letter of Interest:** The letter should be no more than one page and should explain the artist's interest in the project.
- o **Hourly Rate:** List your typical hourly rate for event photography.

- o **Link to Portfolio:** Please include a working link to a professional portfolio or website with clear representations of your work.

WHERE TO SUBMIT MATERIALS

Submit materials via the [form](#) at theartscommission.wufoo.com/forms/2025-event-photography-request-for-qualifications/

DEADLINE

All submissions must be received by 11:59pm on April 2, 2025.

FOR FURTHER INFORMATION

For further information, please contact Chloe Nousias, Marketing and Communications Manager of the Arts Commission of Greater Toledo at 419-254-2787 ext. 1015 or at cnousias@theartscommission.org.