Photography

The City of Carter Lake is now taking submissions from any interested party to provide photography for the 2027 sports seasons. Interested parties must submit a description of offerings including basic picture packages and prices. At a minimum picture packages need to include a team and individual photos. Submission must include any session fees, custom charges, or related costs customers may incur. Options and pricing need to be offered in both physical and digital formats. Submission is required to be considered. Multiple photographers may be selected based on the needs of City. Submissions are due to Carter Lake Community Center by December 1st, 2026.

CITY OF CARTER LAKE, IOWA
APPLICATION FOR CONSIDERATION FOR SPORTS PHOTOGRAPHY

THIS IS ONLY AN APPLICATION TO BE CONSIDERED AS A PHOTOGRPHER AND IS NOT GAURANTEED.

Name of individual, company, or entity _____

Name of owner(s) to appear on agreement _____

Onsite representative _____

Permanent street address _____

City _____State _____Zip code _____

Business phone _____Owner cell phone _____

Onsite rep cell phone _____

Website _____ Email _____

ATTACH LIST OF PHOTOGRAPHY AVAILABLE INCLUDING TEAM AND INDIVIDUAL PHOTOS, SETUP, SESSION, ADMINISTATIVE, SHIPPING OR ANY COSTS THAT MAY BE INCLUDED SOLD.

List previous or related experience:

_____

I agree to abide by all State of Iowa income reporting and tax regulations and certify I have read and understand the information in this application form is complete and true, to the best of my knowledge.

Signature _____ Date _____

Application deadline: December 1st, 2026.

Email Application to: clccdirector@carterlake-ia.gov or drop off at Carter Lake Community Center, 1120 Willow Drive Carter Lake, IA 51510

The City of Carter Lake is currently searching for a qualified photographer interested in supplying photography services for City sports. Programs may include but not limited to Volleyball, Basketball, Soccer, Flag Football, Cheer, Street Hockey, Softball, and Baseball.

PHOTOGRAPHER RESPONSIBILITIES

1. All photo packages and options (individual, team, digital, etc.) and associated fees per participant will be set by the photographer but be provided to coaches/customers at the beginning of each sport season.

2. Work with recreation staff and coaches to schedule team and individual picture days during each sports season.

3. Supply sufficient staffing and equipment to complete all team and individual photos promptly.

4. The photographer handles collecting all monies from purchases in whatever form they consider fit (cash, check, Venmo, Square, etc.) at or before the time the photos are taken and will follow all State of Iowa income reporting and tax regulations.

5. The photographer is fully responsible for ensuring all photos and merchandise are returned to the coaches and paying customers distribution PRIOR to the end of the season.

CITY RESPONSIBILITIES

1. Provide the photographer with team or coach contact information to coordinate and schedule photography session dates.

2. Supply space to take photos such as sports field.

3. Determine photographers selected based on the needs of City.