



LAKE ERIE

COLLEGE

PUBLIC RELATIONS PHOTOGRAPHY REQUEST

EVENT INFORMATION

Name of Event:

Date:

Time:

Location:

Event Description:

How long you would like the photographer to stay?:

*Please note outside photographers charge by the hour.

Type of photography needed (candids/group shots/posed/etc.):

Additional Information:

CONTACT INFORMATION

Name:

Department:

Email Address:

Phone:

PHOTOGRAPHY SHOULD BE REQUESTED AT LEAST THREE WEEKS IN ADVANCE TO GIVE PHOTOGRAPHERS FAIR NOTICE. PHOTOGRAPHY REQUESTS WILL BE HONORED BASED ON PHOTOGRAPHER AVAILABILITY AND FINANCIAL FEASIBILITY.