



REQUEST FOR PROPOSAL

For Part-Time, Contract Photographer and Videographer Support

RFP Issue Date: August 6, 2026

Proposal Deadline: August 31, 2026

Please submit your proposal to:

Amy Thompson

Director of Marketing

Basecamp Resorts

athompson@basecampresorts.com

Overview

Basecamp Resorts is seeking proposals from qualified photographers, videographers, or independent creative contractors to provide photo and video content support on an occasional, project-by-project basis. Projects will be assigned as needs arise, with no guaranteed frequency or minimum commitment. Hours will vary depending on the scope of each project — some projects may be a few hours, while others could involve up to 25 hours of work. This is a flexible, project-based engagement with no guaranteed minimum hours. Ideally candidates will be available Monday to Friday.

Scope of Work

The selected contractor may be called upon to support a variety of projects across our hospitality, investment, and real estate verticals — spanning brands such as Everwild Nordic Spa & Hotels, Basecamp Resorts, and others within our growing portfolio.

Content Production & Editing

- Plan, shoot, and edit photo and video content for hotels, spas, and real estate developments
- Produce property walk-throughs, destination videos, social media reels, and promotional visuals
- Ensure content is optimized for each platform: Instagram, TikTok, LinkedIn, YouTube, and email
- Support drone and aerial content capture (drone license considered an asset)
- Maintain visual brand consistency across all produced media

Creative Support Across Divisions

- Shoot hotel and wellness content, tourism lifestyle imagery, and destination visuals across Basecamp properties
- Produce compelling investor marketing videos and content for other departments including HR
- Capture architectural elements and community lifestyle shots
- Create behind-the-scenes content for Everwild and Basecamp spas and hotel launches

Production Support

- Assist on photo and video shoots, including setup, breakdown, and on-site support
- Support the Content Lead during shoots by managing gear and equipment
- Provide general production assistance as required

Post-Production Support

- Assist with video editing on a per-project basis
- Support editing workflows, including creating proxies for larger batches of content
- Assist in preparing final deliverables as directed

Skills & Experience Required

- Bachelor's degree or diploma in Film, Photography, Communications, or a related field — and/or 3–5+ years of professional photo and video production experience
- A strong portfolio demonstrating photography, videography, and editing expertise
- Your own camera and/or video equipment
- Proficiency in Adobe Creative Suite (Premiere Pro, After Effects, Lightroom, Photoshop)
- Experience shooting and editing for social media platforms (Instagram, TikTok, LinkedIn, YouTube)
- Understanding of platform-specific content requirements and formats
- Strong visual storytelling ability with attention to brand consistency
- Ability to manage gear, logistics, and timelines on location
- Collaborative mindset with strong written and verbal communication skills
- Experience in hospitality, real estate, tourism, or lifestyle brands
- Drone certification considered an asset

Proposal Requirements

Please submit the following:

1. Portfolio: 3–5 work samples demonstrating photography and/or video production experience. Hospitality or lifestyle brand work is a strong asset.
2. Approach: A brief overview of how you collaborate with in-house marketing teams, your process for managing shoots and post-production, and how you receive and incorporate feedback.
3. Availability: Estimated weekly capacity and any existing commitments.
4. Rate: Hourly or project-based rate structure.
5. References: 1–2 client or employer references.

Selection Criteria

- Relevance and quality of portfolio, with emphasis on hospitality, lifestyle, or real estate content
- Demonstrated ability to manage shoots and deliver polished final assets on deadline
- Collaborative approach and communication style

- Experience working with in-house creative teams
- Competitive and transparent rate structure

Terms

The selected contractor will be compensated on a project basis. When submitting your proposal, please include the following fee information:

Day rate and half-day rate for on-location shoots
Post-production and editing fees (ideally charged hourly)
Usage and licensing terms
Any additional equipment costs

Travel costs or additional shoot expenses must be approved in advance and will be reimbursed with invoice payment.

Invoices should be submitted upon project completion or monthly for ongoing work, and are payable within 30 days of receipt.