

Tender for the Provision of Photography and Filming Services

Document 2 – Sample Photography Brief

Please review the details below, provide a cost and the risk assessment/method statement (RAMS) that would be supplied for delivery of this requirement.

Timings

19:00	Marketing to arrive and check lighting and box dressing
19:30	Photographer to arrive
19:40	Photography of models arriving at the venue - Galleria
19:50	Photography of models welcomed by Royal - VIP corridor
20:00	Photography of models and food (with Royal) – Box 2 interior
20:15	Photography of models on balcony enjoying the concert – Box 2 balcony
20:30	Finish

Where possible we would prefer to have wider shots showing the models in the context of the VIP box, instead of close ups of the models.

19.40 Galleria

- Models on piazza and entering the Galleria
- Models walking across the Galleria to the lift area

19.50 VIP Corridor

- Models exiting the lift and walking through the VIP corridor
- Shots of the Arena Club Class signage
- Models greeted by Royal and a glass of champagne
- Wide shots of the corridor with models walking to Box 2

20.00 Box 2 Interior

- Wide pan of the box to show the actual physical space of the entire room
- Shots of the food layout and Royal serving
- Models in the box, enjoying the food and atmosphere

20.15 Box 2 Balcony

- Models on the balcony enjoying the show
- Shots of models with an arena crowd in the background and shots with the VIP box in the background

Props

- Uplighters
- Flowers
- Champagne and ice bucket
- Champagne flutes
- Candles