



Purchasing Department
 4400 University Drive, MS 3C1, Fairfax, VA 22030
 Phone: 703.993.2580; <http://fiscal.gmu.edu/purchasing/>

CONTRACT RENEWAL (2 of 4) Modification 1

DATE: September 8, 2026

CONTRACT TITLE: Photography & Videography Services

CONTRACT NO: GMU-ER0103-24-06

CONTRACTOR: John Boal Photography, LLC

SCOPE OF WORK: Contractor shall continue to provide photography & videography services on an “as needed” basis, as set forth in the Contract documents.

PERIOD OF RENEWAL: July 24, 2026 through July 23, 2027. There are two (2) one-year renewal options remaining on this Contract.

MODIFICATIONS:

A. The pricing for Post Production is also hereby revised as follows:

Post Production (2 hour minimum; rate is for 2 hours)	\$ 225.00
Post Production Rate per hour after 2 hour minimum is met*	\$ 75.00

*Post Production rates are typically capped at \$450

B. Clause X. Grant of Rights is replaced with the following:

GRANT OF RIGHTS: In the event that the services which is the subject of this Contract is copyrightable subject matter, Contractor and the University hereby agree that for the purposes of the Contract the photographs and videos (hereinafter referred to as “Photographs-Videos”) shall be a work-made-for-hire and the property of the University. The University shall have the right to secure copyright protection for the Photographs-Videos. In the event that the Photographs-Videos are not copyrightable subject matter, or for any reason cannot legally be a work-made-for-hire then, and in such event, the Contractor hereby assigns all right, title, and interest to said Photographs-Videos to the University and agrees to execute all documents required to evidence such assignment. Without limiting the foregoing, Contractor gives and grants to the University the right to exclusive use of all Photographs-Videos prepared by the Contractor pursuant to this Contract, in all media and types of advertising and promotion of the University. The University shall have the unlimited right to exploit the Photographs-Videos as it sees fit, including the right to alter or rearrange the Photographs-Videos, throughout the United States and its territories and possessions. The University’s rights shall be exclusive, and the Contractor will not use, license, or permit the use of the Photographs-Videos for any other purpose except as part of Contractor’s portfolio or with specific written authorization in advance by the Contract Administrator. The Contractor may also not copyright or trademark any Photographs-Videos produced for the University without prior written consent. The Contract Administrator must receive all requests for authorization in writing no later than ten (10) business days in advance of the use date.

- C. This Contract is hereby amended to include a statement of Contractor code of conduct which shall be followed for all university events.

Code of Conduct for Outside Photographers and Videographers

Outside photographers and videographers hired by George Mason University play an important role in representing the university's brand, values, and community. While on assignment, Contractor is expected to conduct themselves with professionalism, discretion, respect, and care. These guidelines are intended to ensure that every engagement is safe, organized, brand-aligned, and respectful of the students, faculty, staff, alumni, donors, guests, and partners who may be photographed or recorded.

Professional Conduct

Contractor is expected to arrive on time, check in with their university point of contact, and be prepared to begin work at the agreed-upon call time. Contractors should bring all necessary equipment, supplies, batteries, memory cards, lighting, and backup gear needed to complete the assignment unless other arrangements have been made in advance.

While working on behalf of the university, Contractor should communicate with guests, staff, and participants in a professional, courteous, and respectful manner. Direction should be clear, appropriate, and minimal. Contractors should not touch, move, pressure, or make personal comments about any individual's appearance, clothing, identity, or behavior.

Appearance and Attire

Contractor should dress in clean, professional business casual attire appropriate to the assignment and venue. Preferred attire includes polos, dress shirts, blouses, slacks, dark denim when appropriate, and comfortable professional shoes. Muted dark or neutral colors are preferred so vendors remain visually unobtrusive. Clothing with large logos, political messaging, offensive language, athletic wear, distressed clothing, or overly casual attire is not appropriate unless approved in advance.

On-Site Expectations

Contractors should work in a way that is unobtrusive and does not interfere with the event, program, class, or activity being documented. They should avoid blocking guest views, disrupting speakers or participants, or drawing unnecessary attention to themselves. Phones and devices should be silenced.

The Contractor should refrain from eating or drinking in front of guests or participants. Breaks, meals, equipment moves, and schedule adjustments should be coordinated with the assigned university point of contact.

Privacy, Consent, and Safety

The Contractor must follow university direction regarding photo and video permissions, releases, minors, restricted spaces, classrooms, private events, and individuals who request not to be photographed or recorded. Images, footage, or information gathered during an assignment may not be shared, posted, published, sold, submitted for awards, or used in a portfolio without written permission from the university.

The Contractor must follow all campus, building, event, parking, security, and safety rules. Equipment should be placed safely and should not create tripping hazards or block pathways, entrances, exits, or accessibility routes.

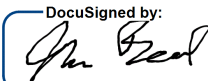
Communication and Confidentiality

Vendors should take direction from the assigned university point of contact and communicate any concerns, delays, equipment issues, or unexpected situations as soon as possible. Vendors may encounter confidential conversations, student information, donor information, unreleased announcements, or sensitive university activities and are expected to maintain confidentiality at all times.

All other terms and conditions of GMU-ER0103-24-06 shall remain unchanged and in full force and effect.

AGREED BY:

John Boal Photography, LLC

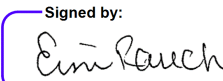
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BB62B8CB51214F6...
Signature

John Boal
Name

OWNER
Title

9/8/2026
Date

George Mason University

Signed by:

1F6CAB9662114BA...
Signature

Erin Rauch
Name

Director, Strategic Sourcing, Purchasing
Title

9/8/2026
Date