2020 Application for Chelan County Lodging Tax Funds

Amount of Lodging Tax Requested: $_____

Organization/Agency Name: _____

Federal Tax ID Number: _____

Event or Activity Name (if applicable): _____

Contact Name and Title: _____

Mailing Address: _____

_____

Phone: _____

Email Address: _____

Check all service categories that apply to this application:
☐ Tourism Promotion/Marketing
☐ Operation of a Special Event/Festival designed to attract tourists
☐ Operation of a Tourism Promotion Agency
☐ Operation of a Tourism-Related Facility owned or operated or non-profit organization
☐ **Operation and /or Capital Costs of a Tourism -Related Facility owned by a municipality**

Check which one of the following applies to your agency:
☐ Non-Profit
☐ Public Agency
☐ For Profit Agency / Business

_____

CERTIFICATION
I am an authorized agent of the organization/agency applying for funding. I understand that:
☐ I am proposing a tourism-related service. If awarded, my organization intends to enter into a Municipal Services Contract with the County and provide liability insurance for the duration of the contract naming the County as an additional insured and in an amount determined by the County.
☐ The County funds may only be used for those costs actually incurred by my organization/agency. The County may require accounting documentation including but not limited to original invoices, payroll records, and other payment documentation.
☐ My agency will be required to submit a report documenting economic impact results in a format determined by the County.

Signature: _____ Date: _____

Printed or Typed Name: _____
Supplemental Questions – You may use this form or a separate sheet of paper for answers

1. Describe your tourism-related activity, event or capital project.
☐ If an event, list the event name, date(s), and projected overall attendance.

Describe why tourists will travel to Chelan County to attend your event, activity/facility.
☐ If a capital project, how will completion of this project bring about additional visit to Chelan County?

2. (Estimates in question #2 are required by State law)
As a direct result of your proposed tourism-related service, provide an estimate of:
a. Overall attendance at your proposed event/activity/facility:
b. Number of people who will travel more than 50 miles for your event/activity/facility:
c. Of the people who travel more than 50 miles, the number of people who will travel from another country or state:

d. Of the people who travel more than 50 miles, the number of people who will stay overnight in Chelan County:

e. Of the people staying overnight, the number of people who will stay in PAID accommodations (hotel/motel/bed-breakfast) in Chelan County:

f. Number of paid lodging room nights resulting from your proposed event/activity/facility: (Example: 25 paid rooms on Friday and 50 paid rooms on Saturday = 75 paid lodging room nights)

The County must also require post event reporting. What methodology will you use to calculate the actual number of visitors? (For example, some entities may ask for zip codes on ticket sales, put up a map at your event for visitors to pinpoint their home, or would your event be able to be tracked by a partner hotel who offers a special rate?)

3. Describe the prior success of your organization in attracting tourists to your location, events, activities:

4. Describe your target tourist audience (location, demographics, etc.):

5. Describe how you will promote your event/activity/facility to attract tourists:

6. Are you applying for Lodging Tax Funds from another community (yes or no)? If yes, list the other jurisdiction(s) and amount(s) requested:

7. What is the overall budget for your event/activity/facility? What percent of the budget are you requesting from Lodging Tax Funds?

8. If you are applying for capital funds please attach a letter from the legislative body of the municipality indicating their support for the ongoing maintenance and operations.

NOTE: If you need to include additional documentation, when you click "Send" you will have the option to attach a file(s) using your email program (i.e. Gmail, Hotmail, Outlook, etc.)

Print   **Send**   **Reset**