



Stevens County Commissioners
215 So Oak, #214 – Colville, WA 99114

Event Promotion Request Hotel/Motel Tax Funds

Tourism promotion includes activities intended to attract visitors for overnight stays, arts, heritage, and cultural events, and recreational, professional, and amateur sports events. (RCW 67.28.181(2)(h))

Event / Organization Name: _____

Address / ZIP: _____ Phone: _____

Applicant Name: _____ Home Phone: _____

Address / ZIP: _____

Work or Cell Phone: _____ Fax: _____ Email: _____

Event Date(s): _____ Amount of funds requested: _____

Projected Tourism Benefit

Expected number of participants or spectators? _____

Expected number of out of town participants or spectators? _____

Out-of-towners that will travel more than 50 miles _____

Expected number of room nights generated _____

Description of Event

Provide a brief description of the event including an event schedule (use additional sheets if necessary).

Total event cost: \$ _____ **Request as a percent of total projected cost:** _____ %

Revenue Event Budget (attach additional sheets if necessary)

SOURCES	AMOUNT
_____	_____
_____	_____
TOTAL	_____

How do you plan to use Hotel/Motel Tax Funds? (attach additional sheets if necessary)

DESCRIPTION	AMOUNT
_____	_____
_____	_____
TOTAL	_____

I attest that the information provided in the Event Promotion Request is true, complete and accurate. I understand that the Hotel/Motel Tax Funds being applied for can be used only in accordance with the purposes outlined in RCW 67.28.1815. I further agree that if my application is approved by the Stevens County Commissioners that I may be subject to a state audit of expenditures for the lodging tax funds. Should I furnish any false information in this application, I hereby agree that such act shall constitute denial, suspension or revocation of my application.

Signature: _____ Date: _____

Please return to the Stevens County Commissioners; 215 So. Oak, Rm#214; Colville, WA 99114

For Office Use Only

Date: _____ \$ Amount: _____

Approved Commissioner Signature: _____