

**2018 LODGING TAX SERVICES AGREEMENT  
BETWEEN KITTITAS COUNTY AND KITTITAS COUNTY CHAMBER OF COMMERCE**

This Contract, effective January 1, 2018 is made and entered into by and between KITTITAS COUNTY ("County"), a subdivision of the State of Washington, and KITTITAS COUNTY CHAMBER OF COMMERCE ("Contractor") for the Roslyn Mountain Ale Festival.

WHEREAS, the purpose of this Agreement is to provide for activities and expenditures designed to increase tourism,

NOW THEREFORE, in consideration of the terms and conditions contained herein, or attached and incorporated and made a part hereof, the County and the Contractor mutually agree as follows:

**Section 1. Scope of Work.**

- a. Contractor shall provide the services and staff described in its **Application for Lodging Tax Funds** submitted to the Lodging Tax Advisory Committee, attached hereto as **Exhibit "A"** which is attached hereto and incorporated herein by this reference.
- b. Except as otherwise specifically provided in this Agreement, Contractor shall furnish the following as required to perform the services, described in Paragraph (a) above, in accordance with this Agreement: Personnel, labor and supervision; technical, professional and other services. All such services, property and other items furnished or required to be furnished, together with all other obligations performed, or required to be performed, by Contractor under this Agreement are collectively referred to herein as "Services."
- c. Contractor shall commence, perform and complete such Services in accordance with **Exhibit "B"** which is attached hereto and incorporated herein by this reference.

**Section 2. Payment.**

- a. As full compensation for satisfactory performance of the Contractor's Services, the County agrees to pay Contractor the sum of eight hundred ninety-seven dollars (\$897.00).
- b. Additional payment terms: The County will make payment to the Contractor only on a reimbursement basis, as receipts/invoices for any items including marketing and/or advertising are submitted to the County, not to exceed the sum of eight hundred ninety-seven dollars (\$897.00).
- c. Services/Expenses that are reimbursed must be dated during the current year and final date to submit reimbursements requests is January 15, after this date funds lapse.
- d. Requests for reimbursements must be submitted to:  
Kittitas County Auditor  
Attn: Auditor's Accounting  
205 West 5<sup>th</sup> Ave – Suite 105

Ellensburg, WA 98926

[auditorsaccounting@co.kittitas.wa.us](mailto:auditorsaccounting@co.kittitas.wa.us)

- e. Reporting requirements of your events will be required on prescribed forms from the County Auditor.
- f. Contractor is eligible to claim reimbursement for the following items and amounts only:
  - Promotions & Marketing
- g. Contractor is not eligible to claim reimbursement for any items not listed in Section 2 (f) and is further expressly denied funding for the following items as requested in the application as defined in Section 1(a): N/A
- h. Contractors requesting reimbursement for event-specific expenses shall submit all claims as no more than two reimbursement requests with supporting documentation.
- i. \*\* Contractors must complete the Lodging Tax Reimbursement online training course provided by the County Auditor's office prior to filing reimbursement claim. Requests for reimbursement will not be accepted by the County Auditor prior to the training being completed. The training may be found online at the Kittitas County Auditor's website at the following address: <http://www.co.kittitas.wa.us/auditor/default.aspx>

\*\*new

### **Section 3. Performance by Contractor.**

- a. Contractor shall not (by contract, operation of law or otherwise) delegate or subcontract performance of any Services to any other person or entity without the prior written consent of the County. Any such delegation or subcontracting without the County's prior written consent shall be voidable at the County's option.
- b. Contractor shall at all times be an independent contractor and not an agent or representative of the County with regard to performing the Services. Contractor shall not represent that it is, or hold itself out as, an agent or representative of the County. In no event shall Contractor be authorized to enter into any Agreement or undertaking for or on behalf of the County. It is understood that the Contractor and the Contractor's staff and employees are not employees of the County and are not, therefore, entitled to any benefits provided employees of the County.
- c. Contractor shall comply with all applicable laws, ordinances, rules, regulations, orders, licenses, permits, and other requirements, now or hereafter in effect, of any governmental authority (including, but not limited to, such requirements as may be imposed upon the County and applicable to Services). Contractor shall furnish such documents as may be required to effect or evidence such compliance. All laws, ordinances, rules, and orders required to be incorporated into agreements of this character are incorporated into this Agreement by this reference. Contractor agrees to obtain all required licenses and permits, and further agrees to keep them in full force and effect during the term of this Agreement.
- d. The County and the Contractor agree that in fulfilling the terms and conditions of this Agreement neither shall discriminate on the basis of race, creed, color, national origin, age, sex, marital status, or the presence of a physical, sensory, or mental handicap.

- e. The Services shall at all times be subject to inspection by and approval of the County, but the County's making (or failure or delay in making) such inspection or approval shall not relieve Contractor of its responsibility to perform the Services in accord with this Agreement, notwithstanding the County's knowledge of defective or non-complying performance, or the substantiality or ease of discovering the same. Contractor shall provide the County with sufficient, safe, and proper facilities and equipment for such inspection and free access to such facilities.
- f. This contract is subject to review by any Federal or State auditor. Contractor shall promptly furnish the County or its designee, or such Federal or State auditor with such information related to the Services as may be requested by the applicable governmental entity. Contractor shall preserve and maintain all financial records and records relating to performance of Services under this Agreement for six (6) years after contract termination. For such duration after the County makes final payment of compensation due hereunder, Contractor shall provide the County access to (and the County shall have the right to examine, audit and copy, with or without notice) all of Contractor's books, documents, papers and records related to the Services or this Agreement.
- g. Contractor understands and acknowledges that Contractor is solely responsible for its own reporting and accounting of all state, federal, social security, and local taxes, of every nature, arising from Contractor's performance of this Agreement. All compensation received by the Contractor will be reported to the Internal Revenue Service at the end of the calendar year in accord with the applicable IRS regulations.

#### **Section 4. Release, Indemnity, and Hold Harmless.**

The County assumes no liability for the Contractor's actions under this Agreement. Contractor releases and shall defend, indemnify, and hold harmless the County, its officers and employees, agents, representatives, attorneys and/or volunteers, from and against all claims, costs, liabilities, damages, and expenses, (including, but not limited to, reasonable attorney fees) which arise or may arise or be alleged to arise out of or by reason of this Agreement including:

- Any fault, negligence, strict liability or product liability of Contractor in connection with the Services for this Agreement;
- Any lien asserted upon any property of the County in connection with the Services for this Agreement;
- Any failure of Contractor, or of the Services, to comply with any applicable law, ordinance, rule, regulation, order, license, permit and other requirement, now or hereafter in effect, of any governmental authority; or
- Any breach of or default under this Agreement by Contractor.

#### **Section 5. Compliance with Public Records Law.**

- a. In compliance with Washington's public records law, the County will retain copies of any documents associated with this Agreement, which may be required by law unless legally exempt from such retention, for any applicable legally required retention period.
- b. In the event a public records request is made to the County for documents created in relation to this Agreement, should legal uncertainty arise regarding the disclosability of any documents under federal or state public records laws, the County shall provide notice to Contractor pursuant to Washington's public records act, chapter 42.56 RCW, to allow Contractor to seek a court injunction.
- c. The County specifically shall not be liable to Contractor for the County's release under public records laws of any documents not protected by trademark, copyright or other law.

#### **Section 6. Industrial Insurance Waiver.**

With respect to performance of this Agreement and as to any claims against the County, its Additional Insureds, officers, agents and employees, the Contractor expressly waives its immunity under Title 51 of the Revised Code of Washington, the Industrial Insurance Act, for injuries to Contractor's employees and agrees that the obligations to indemnify, defend and hold harmless provided in this Agreement extend to any claim brought by or on behalf of any employee of the Contractor. **This waiver is mutually negotiated by the parties to this Agreement.**

#### **Section 7. Insurance and Endorsements.**

- a. The County may require through a request in writing that the Contractor provide the County with a certificate, binder, or policy of liability insurance, acceptable to the County in an amount specified by the County.
- b. Such liability insurance shall be such as will protect Contractor, its employees, agents and representatives, from all claims, losses, harm, costs, liabilities, damages and expenses arising out of personal injury (including death) or property damage that may result from performance of the Services or this Agreement, whether such performance is by Contractor or any of its employees, agents or representatives.
- c. Should the County require such liability insurance, the Contractor agrees to provide proof of insurance prior to commencing performance of this Agreement.
- d. Copies of the County's written request and the insurance documents provided by Contractor shall be attached to this Agreement and by this reference will be made part hereof.
- e. Where insurance is requested by the County, all liability insurance policies shall be endorsed to include the County as an Additional Insured and shall stipulate that the insurance afforded by the policies shall be primary insurance, and that any insurance, self-insured retention, deductibles, or risk retention trusts maintained or participated in by the Parties shall be excess and not contributory to any other insurance maintained by the County. Contractor shall furnish the County a certificate of insurance with Endorsement as evidence that the required policies are in full force and effect.

**Section 8. Termination.**

The County may, by written notice thereof to Contractor, terminate this Agreement as to all or any portion of the Services not yet performed, whether or not Contractor is in breach or default. Upon receiving such notice of termination, Contractor shall, except as otherwise directed by the County, immediately stop performing the Services to the extent specified in the notice. In the event the County terminates the Contractor's Services, the Contractor is obligated and hereby agrees to refund to the County all monies paid for Services not yet rendered by the Contractor, if any, as of the date of the notice of termination.

**Section 9. Miscellaneous.**

- a. Contractor shall not (by contract, operation of law or otherwise) assign this Agreement or any right or interest in this Agreement without the County's prior written consent.
- b. This Agreement embodies the entire Agreement between the County and Contractor, and supersedes any and all prior oral or written communications, proposals, conditions, promises, representations, or understandings regarding the Services. No change, amendment or modification of any provision of this Agreement shall be valid unless set forth in a written amendment to the Agreement signed by both parties.
- c. Notice for any purpose under this Agreement, except service of process, shall be given by the Contractor to the Kittitas County Commissioners and the Kittitas County Auditor, 205 W. 5<sup>th</sup> Ave. Ste. 108, Ellensburg, WA 98926. For all purposes under this Agreement, any notice by the County to the Contractor shall be given to the Contractor's address provided on the signature page. Notice may be given by delivery or by depositing in the U.S. Mail, first class, postage prepaid, certified mail, return receipt requested.
- d. The section and paragraph headings of this Agreement are for reference convenience only and are not intended to restrict, affect or be of any weight in interpreting or construing the provisions of such sections or paragraphs.
- e. This Agreement may be executed in one or more counterparts and by facsimile, each of which will be deemed an original, but all of which together will constitute one and the same instrument.
- f. Contractor warrants to the County that the individual signing on Contractor's behalf has the requisite power and authority to enter into and to perform Contractor's obligations under this Agreement. Contractor further warrants to the County that Contractor has made no misrepresentation or misleading statement in connection with this Agreement, and is not in violation of any applicable law, ordinance, or regulation the consequence of which will or may materially affect Contractor's ability to perform its obligations under this Agreement.
- g. If any term or condition of this Agreement or the application thereof to any person(s) or circumstances is held invalid, such invalidity shall not affect the other terms, conditions or applications which can be given effect without the invalid term, condition or application. To this end, the terms and conditions of this Agreement are declared severable.
- h. The exclusive venue for any action brought to enforce this Agreement or any of its terms

shall be in Kittitas County, State of Washington.

**KITTITAS COUNTY**

**BOARD OF COUNTY COMMISSIONERS**

\_\_\_\_\_  
Chair

\_\_\_\_\_  
Vice Chair

\_\_\_\_\_  
Commissioner

ATTEST: \_\_\_\_\_  
\_\_\_\_\_, Clerk of the Board

APPROVED AS TO FORM:

\_\_\_\_\_  
Deputy Prosecuting Attorney

**CONTRACTOR**

\_\_\_\_\_  
[Print Name]

\_\_\_\_\_  
[Address]

\_\_\_\_\_  
[Telephone]

# CLTAC: Application for Lodging Tax Grant Funding

## Grant Application Workshop - 2017 \*

Did you attend the Grant Application Workshop - 2017 hosted by the Kittitas County Chamber of Commerce?

- ☒ Yes  
☐ No

## Submittal Instructions & General Information \*

☒ Yes,  
I have read and understand Submittal Instructions and General Information for the 2017 Lodging Tax Grant Funding Process

You are strongly encouraged to compose your responses to the questions of this form with a desktop text editor and save your work, then copy and paste the information into the form. You may also save a draft by selecting the button at the bottom of this page. When you do this you will be logged out and must log back in to continue. In order to save a draft you will need to provide an email address and a password. After completing the save draft, you will be redirected to landing page containing a link to log back into the form. We suggest you save this link as a bookmark. The link will also be sent to you in an email.

## Organization Information

Name of Organization \* Kittitas County Chamber of Commerce

Organization Address \* Street Address  
609 N Main Street  
Address Line 2  
City  
Ellensburg  
Postal / Zip Code  
98926

State / Province / Region  
WA  
Country  
United States

Website www.kittitascountychamber.com

Federal Tax ID # \* 91-0210430

UBI # \* 601-133-921

Organization is a: \*  
☐ Government Entity  
☐ 501(c)3  
☐ 501(c)4  
☒ 501(c)6  
☐ Other

(Note: you must submit 501(c)3, 501(c)4, or 501(c)6 approval documentation.)  
Click here to view sample documents (redacted).

Upload Proof of Organization Status \* Chamber\_EIN\_Form.pdf  
Acceptable file formats include: JPG, PDF or TIFF.

46.69KB

## Contact Information

First Name \* Jarred

Last Name \* Fudacz

Phone Number\* 509-925-2002

Email\* jarred@kittitascounty.chamber.com

## Project or Event Information

Project/Event Name\* Roslyn Mountain Ale Festival

### Event Dates

Please provide any specific dates, or range of dates, on which your event or project will be held. You may add as many dates or date ranges as necessary.

Start Dates\* End Dates

10/20/2018 10/20/2018

Project/Event Location\* The Roslyn Yard, 110 Pennsylvania Ave

New or Ongoing Project/Event?\* ☒ Ongoing Project/Event (More than four years in existence)  
☐ New Project/Event (Four or fewer years in existence)

Amount of Funding Requested\* \$ 897.00  
If you selected "Ongoing Project/Event" above this amount may not exceed 10% of the total expense budget of this project.

Tourism Seasons\* From the list below, what season will your project enhance tourism? Select any which apply.

☐ Year-round (January - December)  
☐ Off Season (November - February)  
☒ Shoulder Season (October or March - May)  
☐ High Season (June - September)

## Application Questions: Part 1

Please answer each question completely, in the order listed. Please include any supporting data within the response narrative.

### 1| Project/Event Description

Please provide a description of your project/event and identify the specific tourism audience/market that your organization will target with these funds. **You must include an itemized list of exactly how any grant funds awarded will be utilized.**

Response 1:  
Project/Event Description\* The Mountain Ale Festival is an intimate beer tasting event held in Roslyn. This event attracts a large audience from the Seattle – Tacoma area along with Yakima, Wenatchee, and Eastern Washington. This event features live music and 12-15 of the Northwest's best breweries. Surrounded by quaint shops and eateries, attendees can enjoy the beer festival and enjoy shopping and dining out in Downtown Roslyn. The move to the Roslyn Yard, a larger more centralized area, proved successful for the event making 2016 a sellout.

The target audience of the Roslyn Mountain Ale Festival is...

- 1) Tourists that are attracted to Roslyn and frequent Roslyn as a tourist destination
- 2) Suncadia Home Owners and guests
- 3) The Seattle – Tacoma Area
- 4) Central Washington Area (outside of Kittitas County)
- 5) Craft Beer enthusiasts

2500 character limit



## List of Intended Use of Funds\*

Promotions & Marketing

## 2| Projections of Increased Tourism

Please provide the following estimates of how any money received will result in increases in the number of people traveling for business or pleasure on a trip:

1. Away from their place of residence or business and staying overnight in paid accommodations;
2. To a place fifty miles or more away from their place of residence or business for the day or staying overnight;
3. or from another country or state outside of their place of residence or business.

**You must provide the evidence utilized in determining your projections.**

Response 2.1: Projection *	<p>1. Away from their place of residence or business and staying overnight in paid accommodations;</p> <p>Based on data collected from the event, approximately 17 percent of event attendees will stay in paid accommodations for the event. With a sold-out event in 2016 that is approximately 53 people staying in paid accommodations of the 300 attendees. We expect close to 17 percent of 2017 attendees will stay overnight.</p> <p>2500 character limit</p>
Response 2.1: Evidence *	<p>We determined these figures by conducting surveys at the event. We surveyed a large percentage of our attendees and from these surveys determined, the total attendees, approximately 53 attendees stayed overnight totaling into 22 paid room nights.</p> <p>2500 character limit</p>
Response 2.2: Projection *	<p>2.To a place fifty miles or more away from their place of residence or business for the day or staying overnight;</p> <p>The same data collected showed that 70 percent of the event attendees travel from outside of Kittitas County. That is approximately 200 event attendees from 50 miles or more from Kittitas County. Of those 200 attendees, approximately 64 percent travel from the Greater Seattle/King County area and 23 percent from the Eastern Washington area.</p> <p>2500 character limit</p>
Response 2.2: Evidence *	<p>This data was collected through ticket sales information and event surveys. Primarily though, through use of ticket purchase information from the event provided us with accurate information regarding where attendees are traveling from to attend the event.</p> <p>2500 character limit</p>
Response 2.3: Projection *	<p>3. or from another country or state outside of their place of residence or business.</p> <p>There is an insignificant draw outside of the State of Washington from Oregon, Idaho, and California for the event.</p> <p>2500 character limit</p>
Response 2.3: Evidence *	<p>Though our draw outside of the State of Washington is low. we can determine based off of ticket sales information that approximately 1 percent of attendees were from outside of the state. Ticket buyers were from Idaho, Oregon, and California.</p> <p>2500 character limit</p>

## Application Questions: Part 2



## 3| Measuring Results

What tools will you use to measure your event's impact on tourism? Please be specific and provide examples. Include the following information:

- A. Is your project/event year-round or is it seasonal or date-specific? Go to definitions of terms.
- B. What strategies will you employ to assure you are attracting tourists from at least 50 miles away?
- C. What strategies will you use to assist in marketing all of Kittitas County as a tourist destination with your

event/project funding request?

Response 3: What tools will you use to measure your event's impact on tourism? Please be specific and provide examples.

Measuring Results \* The majority of the marketing will be targeted to audiences 50 miles or more from Kittitas County. To ensure that we are attracting a large audience from outside of the county, as opposed to local attendance, we will track attendees via surveys at the event to gain data on where they are traveling from, their plans on lodging, and how they heard about the event, to better pin point what avenue of marketing is best to reaching these audiences. We will also use data gained from ticket purchases, social media clicks, and website clicks and navigation to gain data about attendees and where they are traveling from.  
2500 character limit

Response 3 A: A. Is your project/event year-round or is it seasonal or date-specific?

Measuring Results \* ☒ Year Round ☐ Seasonal ☐ Date Specific  
Your selection here should be supported by the dates you provided above, in the Project or Event Information section.

Response 3 B: B. What strategies will you employ to assure you are attracting tourists from at least 50 miles away?

Measuring Results \* Our strategies will be to use social media outlets for promotion of the event and to sell a greater number of tickets online than in Kittitas County to allow for those 50 miles or more away to purchase tickets easier. Through the social media outlets, we will target geographical areas such as Seattle-Tacoma area, Yakima, Wenatchee, and Moses Lake. The most emphasis will be placed on Western Washington cities as these make up most of our event attendees. A small portion of radio media will be used and will be purchased through western Washington radio outlets.  
2500 character limit

Response 3 C: C. What strategies will you use to assist in marketing all of Kittitas County as a tourist destination with your event/project funding request?

Measuring Results \* To assist in the marketing efforts of Kittitas County, we will link all our marketing to the Central Washington Color website. We have placed a logo and link for the CWC website on our event webpage and will be shared on all paid social media ads and posts. Tourists information will be available for event attendees at the event and on our event webpage.  
2500 character limit

## Application Questions: Part 3



### 4| Collaboration

If your organization collaborates or has created partnerships with other organizations, groups, or other events, how is this accomplished?

Collaboration \* Collaborations for the Mountain Ale Festival occur with  
-The City of Roslyn, several local business owners, food vendors  
-The Roslyn Yard, event venue  
-Central Washington & Northwest Breweries: Whipsaw Brewing (Ellensburg), Bale Breaker Brewing (Yakima), Roslyn Brewing, Ghostfish Brewing (Seattle), Berchman's Brewing (Yakima), Icicle Brewing (Leavenworth), Mule & Elk Brewing (Cle Elum), Columbia Valley Brewing (Wenatchee), Hop Nation Brewing (Yakima), Ten Pin Brewing (Moses Lake), Iron Horse Brewing (Ellensburg), St. Brigid's Brewing (Moses Lake)  
2500 character limit

### 5| Future Plans

Please explain what plans exist to allow this project to become self-sustaining. Include any plans for ticket sales, event sponsors, and other cost-recovery models.

**Future Plans\***

The goals to making the Mountain Ale Festival self-sustaining  
-Continue incremental growth of Ale Festival. Increase ticket inventory and expand to a second event venue and increase brewery participation  
-Continue to increase revenue for the Mountain Ale festival. Increased ticket price in 2017 to \$30.00. Sponsorships and partnerships will be a priority in 2017 and 2018 to reduce overhead costs. We will also continue to expand merchandise sales and increase price of merchandise with increased quality.  
2500 character limit

**Application Questions: Part 4****6| Additional Information**

**Provide any additional information which will assist the Lodging Tax Advisory Committee in evaluating your project and its benefit to tourism.**

Additional Information See attached.  
2500 character limit

Supporting Documents You may upload any supporting documents such as graphs, images, diagrams, marketing materials, etc.  
MtnAleFest2018.pdf 16.72KB  
MtAleFestAd.jpg 234.45KB  
You are allowed to submit up to 3 single page (US Letter) documents in JPG, PDF or TIFF format

**7| Previous Lodging Tax Grant Information**

Previous Years Has your event received Lodging Tax funds in previous years?  
Awarded Lodging Tax Grants\*  
☐ No, this event/project has not previously received Lodging Tax Funding.  
☐ Yes, 1 year previous  
☐ Yes, 2 years previous  
☒ Yes, 3 or more years previous

**How many participants and spectators attended last year's activity and/or will attend this year?**

Prior Year *	Projected *
300	400

**How many days did/will your event occur?**

Prior Year *	Projected *
1	1

**How many paid overnight stays were and/or will be booked as a result of your project/event?**

Prior Year *	Projected *
22	24

**Paid Overnights' Data Support**

Explain how the room nights data above from the prior year was collected and how the projection for the next year is derived. (For example, if there was a survey conducted for the prior year, explain the methodology. For the projections, what are they based upon and how is that basis justified?)

Prior Year Paid  
Overnight's Stay  
Response \*

The data collected to determine the above figures for room night stays came from surveys that were conducted at the event. To entice our attendees to participate in the survey we included overnight accommodation questions with a people's choice award survey. In this survey we asked our attendees where they are visiting from, where they are staying, and how they heard about the event. We had a total of 53 attendees respond that they were staying in paid accommodations after attending the Mountain Ale Festival. Of these 53 attendees the room night for the previous year calculates into approximately 21 room nights

The projection for room nights for this coming year was based off of an conservative projection of Washington States increase of 5 percent. We project 56 of our attendees will stay in paid accommodations and have 22 paid room night stays.  
2500 character limit.

Prior Year Paid  
Overnight Stay Data

In addition to field above, you may upload the evidence to support the prior years' room/night information.

2018 Lodging Tax Attendee Graph.pdf

163.21KB

You may upload up to three single pages (US Letter), of information. If you a single multi-page document, only the first three pages will be considered. The following formats, will be accepted: JPG, PDF or TIFF

## Application Questions: Part 5



### 8| Funding

Does your organization have, or have you applied for, grant funding from other sources? If not, why not? If yes, please list the funding you have for the project, including any volunteer and in-kind sources in **Question 9| Project Budget Overview**.

Funding sources and amounts which have not yet been secured will be listed separately, in the field(s) directly below.

Finally, what changes would occur if the project couldn't be funded?

Other Funding \*

Does your organization have, or have you applied for funding from other sources?

☒ Yes

☐ No

### Funding for which you have applied but not yet secured

Funding Source

Amount

Sponsors

\$ 500.00

Brewery Donations

\$ 350.00

Funding Shortfalls \*

What changes would occur if the project couldn't be funded?

The changes that would occur if the project could not be funded is reduction in promotion and marketing, and finding less expensive alternatives to event needs such as tenting, glassware, and other event supplies. The savings in these areas would be shifted to promotions and marketing to ensure that the event continues to be successful and draw tourists to Roslyn and the Upper Kittitas County from Western Washington communities. A shift in the type of promotions and marketing would occur as well, most marketing would be shifted toward social media.  
2500 character limit.

Matching Funds  
Percentage

1789.30  
%

This field will auto fill with the correct percentage based on your input to budget section below.

### 9| Project Budget Overview

Please complete budget for this project/proposal. If your agency operates independently of this project application it may not be necessary to submit the entire agency budget. **You must submit a budget which specifically pertains to the project/event for which you are requesting funding and adheres to the basic budget format shown below.**

The budget must include anticipated revenues, expenditures, and any potential profit or loss. For projects/events which are ongoing for more than one (1) year, please also submit actuals from the previous three (3) years of operations (need not be consecutive) for the project/proposal if applicable.

**For any claimed in-kind contributions valued at \$500 or more and related to marketing/advertising, you must submit verifying documentation which assures the contribution will be provided.** For instance, if you are claiming in-kind contributions in the form of advertising match, a binding contract itemizing the matching value and obligating each party must be provided.

**ATTENTION:** In an effort to allow an adequate level of flexibility for all applicants, not all fields in the budget portion are required to be filled before this form is submitted. **Providing all applicable data is your responsibility, failure to do so will potentially jeopardize your application's chance for review.**

**Verification of In-kind Contributions**

For any claimed in-kind contributions valued at \$500 or more and related to marketing/advertising, you must submit verifying documentation which assures the contribution will be provided.

Budget Year				
Edit if necessary	2015	2016	2017	2018
<b>Revenues From Consolidated Lodging Tax Grant</b>				
	Past Actual 3	Past Actual 2	Past Actual 1	Projected
LTAC Grant Funding	\$ 3,718.00	\$ 3,717.81	\$ 2,290.00	\$ 897.00
<b>All Other Revenues</b>				
Account Name	Past Actual 3	Past Actual 2	Past Actual 1	Projected
Ticket Sales	\$ 6422.00	\$ 8225.00	\$ 9000.00	\$ 10000.00
Merchandise Sales	\$ 440.00	\$ 1230.00	\$ 1200.00	\$ 1200.00
Scrip Sales	\$ 0.00	\$ 1023.00	\$ 1000.00	\$ 1000.00
<b>In-Kind Contributions</b>				
Account Name	Past Actual 3	Past Actual 2	Past Actual 1	Projected
Venue Space	\$ 1000.00	\$ 1000.00	\$ 1000.00	\$ 1500.00
Materials	\$ 500.00	\$ 260.00	\$ 300.00	\$ 300.00
Volunteer Labor	\$ 500.00	\$ 500.00	\$ 2051.00	\$ 2050.00
	Past Actual 3	Past Actual 2	Past Actual 1	Projected
<b>Revenue Totals</b>	\$ 12580.00	\$ 15955.81	\$ 16841.00	\$ 16947.00
<b>Expenses</b>				
Account Name	Past Actual 3	Past Actual 2	Past Actual 1	Projected
Insurance/Licenses	\$ 201.00	\$ 587.00	\$ 762.17	\$ 800.00
Entertainment	\$ 150.00	\$ 200.00	\$ 150.00	\$ 300.00
Marketing	\$ 3745.00	\$ 1523.81	\$ 1850.00	\$ 3075.00

Account Name	Past Actual 3	Past Actual 2	Past Actual 1	Projected
Brewer Product	\$ 4836.00	\$ 835.50	\$ 1000.00	\$ 1000.00
Brewer Lodging	\$ 450.00	\$ 0.00	\$ 0.00	\$ 0.00
Merchandise Costs	\$ 799.00	\$ 1171.84	\$ 1389.09	\$ 1300.00
Event Supplies/Operations	\$ 1163.00	\$ 1775.84	\$ 2593.98	\$ 2500.00
	Past Actual 3	Past Actual 2	Past Actual 1	Projected
<b>Expense Totals</b>	\$ 11344.00	\$ 6093.99	\$ 7745.24	\$ 8975.00
<b>Profit &amp; Loss</b>				
	Past Actual 3	Past Actual 2	Past Actual 1	Projected
	\$ 1236.00	\$ 9861.82	\$ 9095.76	\$ 7972.00

## Application Certification



The applicant here certifies and affirms: 1. That it does not now, nor will it during the performance of any contract arising from this application, unlawfully discriminate against any employee, applicant for employment, client, customer, or other person who might benefit from said contract, by reason of age, race, color, ethnicity, sex, religion, military status, sexual orientation, creed, place of birth, or disability; 2. That it will abide by all relevant local, state and federal laws and regulations and; 3. That it has read the information contained in the Instructions on pages 1 and 2 and understands and will comply with all provisions thereof.

Certified by: \*

Name \*

Jarred Fudacz

Applicant's Title \*

Event Corrdinator



Department of the Treasury  
Internal Revenue Service

P.O. Box 2508, Room 4010  
Cincinnati OH 45201

In reply refer to: 4077550279  
Mar. 29, 2012 LTR 4168C 0  
91-0210430 000000 00

00039116

BODC: TE

KITTITAS COUNTY CHAMBER OF COMMERCE  
609 N MAIN ST  
ELLENSBURG WA 98926-3109



021928

Employer Identification Number: 91-0210430  
Person to Contact: Sophia Brown  
Toll Free Telephone Number: 1-877-829-5500

Dear Taxpayer:

This is in response to your Feb. 20, 2012, request for information regarding your tax-exempt status.

Our records indicate that you were recognized as exempt under section 501(c)(6) of the Internal Revenue Code in a determination letter issued in July 1942.

Because you are not an organization described in section 170(c) of the Code, donors may not deduct contributions made to you. You should advise your contributors to that effect.

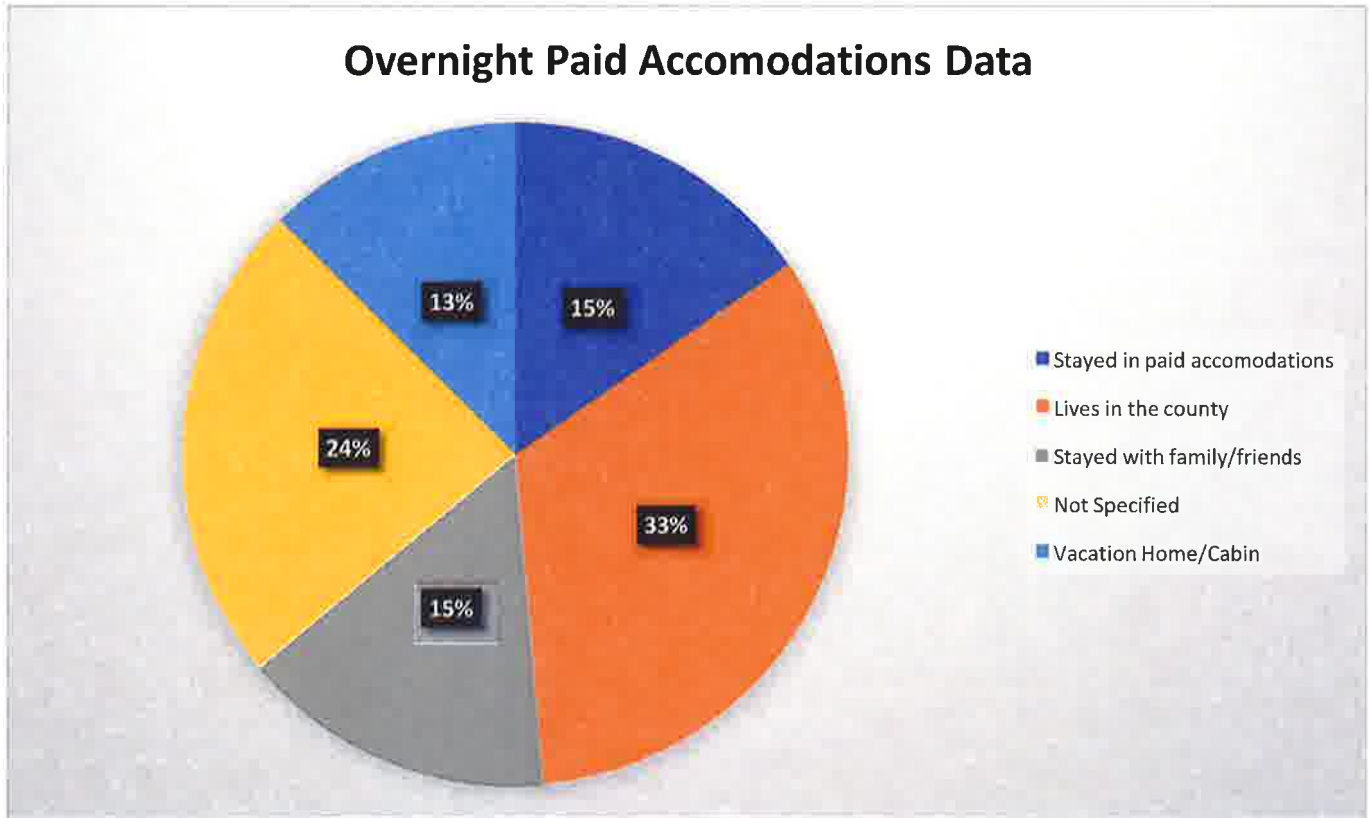
Please refer to our website [www.irs.gov/eo](http://www.irs.gov/eo) for information regarding filing requirements. Specifically, section 6033(j) of the Code provides that failure to file an annual information return for three consecutive years results in revocation of tax-exempt status as of the filing due date of the third return for organizations required to file. We will publish a list of organizations whose tax-exempt status was revoked under section 6033(j) of the Code on our website beginning in early 2011.

If you have any questions, please call us at the telephone number shown in the heading of this letter.

Sincerely yours,

Cindy Thomas  
Manager, EO Determinations

## 2016 Mountain Ale Festival Overnight Paid Accommodations Data





Grab your bike and a buddy and head to Roslyn, WA on October 21st!  
Join us as we hit a [2.5/3.6] mile route on the historic Coal Mines Trail during the inaugural Bikes & Brews Ride - fun for all ages!

For those 21+, plan to stick around after the ride for our 5th Annual Mountain Ale Fest with many of the area's most popular breweries.

Sign up today!



1st Annual Bikes & Brews | 11am



Beer Festival | 1-5pm



Tickets are on sale now!



LEARN MORE AT  
[ROSLYNMOUNTNALEFEST.COM](http://ROSLYNMOUNTNALEFEST.COM)

# Mountain Ale Festival 2018

<b>ONLINE</b>		
Facebook/Instagram	\$	1,500.00
Ad Production	\$	225.00
<b>RADIO</b>		
KXLE	\$	500.00
Cherry Creek	\$	850.00
Total budget	\$	3,075.00

## Campaign Overview

Over

### Radio :30 ads

KXLE - 7 days prior

Cherry Creek - 10 days prior

### Online :

Facebook & Instagram

Campaign will promote attendance to the event and will target the Seattle Metro Area, Yakima, Tri-Cities, Wenatchee

### Added Value:

Exposure on CentralWashingtonColor.com & DiscoverCleElum.com

## Partnership Budget Approval

All added value estimates are not confirmed until the buy is placed and varies on availability, final budget, and station discretion. This partnership will be handled through the Kittitas County Chamber office and agency of record Genesis Marketing. Upon Signature below, initial 50% of budget will be invoiced and due within 30 days. All invoices will be submitted to you by Amy McGuffin with the Kittitas County Chamber of Commerce and will be due within 30 days of invoice.

A bulleted list of topics for scripts and online ads, as well as any logos and photos desired must be provided a minimum of 1 month prior to each buy's "air" date. Any proofs must be approved within 48 hours or they will run as is. In addition, there will be a fee to any additional radio or TV ad revisions after the spots are already produced provided that the scripts match the produced spot & pronunciation is correct.

If approved, please sign and date below

Partnership Committee: \_\_\_\_\_ Date: \_\_\_\_\_

Kittitas County Chamber: \_\_\_\_\_ Date: \_\_\_\_\_  
(Amy McGuffin)

Campaign may be modified

Initial \_\_\_\_\_

## Exhibit "B"

### Guidelines and Requirements for Advertising Expenditures of Lodging Tax

#### Section 1. Branding

Contractors who have been approved to utilize grant awards for advertising expenditures must incorporate Kittitas County and the appropriate City of Cle Elum, Ellensburg, or Roslyn tourism information as follows:

A. Websites and Social Media Sites must include the County's and appropriate City's tourism website logo with an operational link to the site(s). The logo must be displayed on the contractor's home page; it must be sized no smaller than ½ inch in height, and must be surrounded by appropriate white space to allow easy recognition and legibility. Contractors shall not change the logo(s) in color or appearance.

B. Print Advertising and Online Display Advertising of all types ( including but not limited to newspaper, periodicals, flyers, posters, billboards, direct mail, e-newsletters, third-party websites, streaming displays, etc.) must include the County's and appropriate City's tourism website logo. The logo must be sized no smaller than ½ inch in height, and must be surrounded by appropriate white space to allow easy recognition and legibility. Contractors shall not change the logo(s) in color or appearance.

C. Video Advertising of all types (including but not limited to television, online, electronic kiosks, motion billboards, etc.) must include the County's and appropriate City's tourism website logo. The logo must be sized no smaller than ½ inch in height, and must be surrounded by appropriate white space to allow easy recognition and legibility. Contractors shall not change the logo(s) in color or appearance.

All logos and website information may be obtained by contacting the Director of Tourism, Kittitas County Chamber of Commerce.

#### Section 2. Advertising Reimbursements

Contractors seeking reimbursement from Lodging Tax Funds for advertising expenditures must adhere to the following guidelines and requirements for each type of advertising media utilized.

##### A. Print Advertising:

1. Print advertising placed with any media provider which operates exclusively outside of Kittitas County may be reimbursed at 100% of the cost, including any production costs. To operate exclusively outside of Kittitas County, the provider must not be physically located in the County and/or not distribute any media within the County.
2. Print advertising placed with any media provider which operates inside Kittitas County may be reimbursed as follows:
  - a. For date-specific events, advertising the day of the event and up to 10 days prior to the event may be reimbursed at 100% of the cost, including any production costs.

b. For seasonal or year-round events, or for date-specific events outside of the time-frame in Section 2 A, (2)(a) above, advertising reimbursement requests must include a statement from the media provider specifying the percentage distribution to areas outside of Kittitas County. Reimbursements will be allowed for the amount distributed outside of Kittitas County, including any production costs.

**B. Television Advertising:**

1. Television advertising placed with any media provider outside the Yakima/Kittitas DMA will be reimbursed at 100% of the cost, including any production cost.
2. Television advertising placed with any media provider inside the Yakima /Kittitas DMA will be reimbursed as follows:
  - a. For date-specific events, advertising the day of the event and up to 7 days prior to the event may be reimbursed at 100% of the cost, including any production costs.
  - b. For seasonal or year-round events, or for date-specific events outside of the time-frame in Section 2 B, 2(a) above, advertising may be reimbursed at the rate of 70% of the total cost, including any production costs.

**C. Online Advertising:**

1. Online advertising and promotion may be reimbursed at 100% of the cost, including any production cost.
2. Streamed media (radio, television, other) requests for reimbursement must include a statement from the media provider specifying the percentage of recipients which are outside of Kittitas County. Reimbursements will be allowed for the percentage distributed outside of Kittitas County, including any production costs.

**D. Direct Mail:**

1. Direct mail advertising may be reimbursed at 100% of the cost, including any production cost, for each item mailed or shipped to a destination outside of Kittitas County. In order to receive reimbursement, a list of the addresses and a signed statement from the contractor that the list is accurate, or other proof of delivery, must be provided along with other required documentation.

**E. Flyers/Posters:**

1. Flyers or posters which are placed outside of Kittitas County may be reimbursed at 100% of the cost, including any production cost. In order to receive reimbursement, a list of the locations where flyers or posters were posted outside of Kittitas County, a signed statement from the contractor that the list is accurate and a copy of the poster/flyer must be provided along with other required documentation.

**F. Radio Advertising:**

1. Radio advertising placed with any media provider located outside of Kittitas County may be reimbursed at 100% of the cost, including any production cost.

2. Radio advertising placed with any media provider located inside of Kittitas County may be reimbursed as follows:
  - a. For date-specific events, advertising the day of the event and up to 7 days prior to the event may be reimbursed at 100% of the cost, including any production cost.
  - b. For seasonal or year-round events, or for date-specific events outside of the time-frame in Section 2 F, 2(a) above, advertising may be reimbursed at the rate of 30% of the total cost, including any production costs.