Online Advertising - 2020 Contracts

Online advertising and promotion may be reimbursed at 100% of the cost, including any production cost

Name of online advertiser	Cost of online advertising	x 100% Allowed Reimbursement	Cost of online advertising to be included on lodging tax reimbursement request

To be included with this reimbursement request:

1. **The invoice showing the timeframe an the total amount due for that time frame's online marketing**
2. **A screenshot of the online marketing product with the required branding logos for the timeframe listed on the invoice**
3. **For streamed media (radio, television, other) requests for reimbursement must include a statement from the media provider specifying the percentage of receipents which are outside of Kittitas County**

If a separate party (for example, the Chamber of Commerce) is ordering the Online advertising for your event, you must include the invoice from the Chamber of Commerce billing your event. Included with their invoice to you should be any invoices they paid to the marketing company for the Online advertising services provided.

THE SEPARATE PARTY MUST BE PAID BEFORE YOU CAN SUBMIT YOUR REIMBURSEMENT REQUEST

ALL PAYMENTS TO LODGING TAX GRANTEES ARE PAID ON A REIMBURSEMENT BASIS ONLY

ALL INVOICES SUBMITTED TO THE COUNTY FOR REIMBURSEMENT ARE TO HAVE ALREADY BEEN PAID TO THE VENDOR

DO NOT SUMBIT REIMBURSEMENT REQUESTS FOR INVOICES THAT HAVE NOT ALREADY BEEN PAID TO THE VENDOR