

Mitchell County Transient Guest Tax Application

The Mitchell County Convention & Tourism Committee acts as an extension of the county commission and deals with the distribution of the Transient Guest Tax funds. The tax is collected by the lodging industry in Mitchell County.

We have a limited amount of funds that we can make available for tourism development, so this will be a competitive grant program. It is important that you describe your activity or project thoroughly so we can make educated decisions and so we can accurately report our involvement.

We need to know as precisely as possible how the money will be used. We will not fund requests simply to "cover expenses".

Date of Request _____

Name of Project _____ Date of Project _____

Please note: Date of request "must" be at least six weeks prior to date of project.

Name of Organization: _____

Briefly describe the project (attach sheet if needed) _____

Person making this request _____

Address _____

Work Phone _____ Home Phone _____

E-mail _____

Grant amount being requested. (Up to \$500) More may be granted by the committee if merited

How will grant money be used (be specific) _____

Attach projected budget for entire project to this application.

How many visitors will the project bring to Mitchell County? _____

Where will visitors come from? _____

How long will they stay in Mitchell County? _____

Where will they stay? _____

How did you determine attendance? _____

Is this a one-time event? An on-going project? Explain _____

Have you received prior funding from us? Explain _____

How will this project increase tourism in Mitchell County? _____

Is this project profit generating and if so how are the profits used? _____

Additional support information may be attached if desired.

IMPORTANT: The Mitchell County Convention & Tourism Committee must be listed as a co-sponsor of your event or project on all materials giving recognition to co-sponsoring organizations. Within four weeks of completion of the event/project, all grant recipients must supply the committee with an actual budget for the project and a follow-up summary. Recipients who do not comply with this policy may be ineligible for future grants.

Convention & Tourism Committee use only: Date Received _____ Action _____

Mitchell County Transient Guest Tax Application Follow-up Report Form

How many visitors did your project bring to Mitchell County? _____

Where did they come from? _____

How long did visitors stay in Mitchell County? _____

Where did they stay? _____

How did you determine attendance? _____

What sources did you use for advertising? _____

Do you plan to organize this project again? _____

Do you know the dates for your next event or project? _____

This follow-up report must be returned with an actual budget four weeks from the completion of your project. Recipients who do not comply with this policy may be ineligible for future grants.

Convention & Tourism Committee use only: Date Received _____ Action: _____