

Llano County Hotel/Motel Tax Grant Reimbursement Follow-up Report

A Follow-Up Report must be returned within 60 days after the event, the recipient will file a follow-up report along with an invoice requesting disbursement of approved funds. The actual disbursement of funds will occur within 30 days of receipt of follow-up report and disbursement request.

Name of Organization and event or project:

Date(s) of event or project: _____

Amount of grant: _____

Date of Follow-up report _____

What were your sources of revenue and how much revenue did you receive from each? (sponsorships, ticket sales, vendor booths, etc.). Attach additional pages if needed.

What was your total profit or loss for the event/project?

What was the total estimated attendance?

What was the estimated number of attendees/vendors from outside a 50 mile radius? _____

Approximate number of lodging room-nights were generated for unincorporated lodging properties in Llano County (i.e. lodging outside a city): _____

Approximate number of lodging room-nights were generated for incorporated lodging properties in Llano County (i.e. lodging within a city): _____

Please attach the following:

- An itemized list of expenditures relevant to HOT grant. Include relevant statements and any additional relevant backup documentation.
- A copy of advertising conducted
- Results of any surveys taken by attendees and/or participants.
- Any feedback from Llano County lodging owners/managers

Do you anticipate requesting HOT grant funds in the future, and if so how much?

Signature of person completing report: _____

Name and title of person completing report: _____

Date: _____

Thank you for your efforts to promote tourism in Llano County.