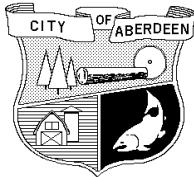


City of  
Aberdeen



Finance Department  
200 East Market Street • Aberdeen, WA 98520-5242  
PHONE (360) 537-3201 • kwilliamsen@aberdeenwa.gov  
FAX (360) 537-3350 • TDD (360) 533-6668

## EVENT OR TOURISM FACILITY LODGING TAX EXPENDITURE REPORT WORKSHEET

Festivals, special events and tourism-related facilities owned by Local Jurisdictions or  
Non-profit Organizations

**All reporting documents are to be submitted no later than 3 weeks after the conclusion of your event.**

1. Organization: \_\_\_\_\_

2. This report covers:  
Event Name: \_\_\_\_\_ Date: \_\_\_\_\_

Tourism Facility: \_\_\_\_\_ Dates: \_\_\_\_\_

3. Total Lodging Tax Funds allocated to this event or facility \$ \_\_\_\_\_

4. Estimated total event attendance or user count for the facility: \_\_\_\_\_

*(Describe methodology used to determine this figure)*

\_\_\_\_\_

5. Estimated percentage of total attendance for event or facility by (list separately) 1) tourists; 2) people who traveled more than 50 miles; or 3) people who stayed overnight:

1. Tourists \_\_\_\_\_ %
2. Traveled \_\_\_\_\_ %
3. Overnight \_\_\_\_\_ %

*(Describe methodology used to determine this figure)*

\_\_\_\_\_

6. Estimated total room nights generated

*(Describe methodology used to determine this figure)*

\_\_\_\_\_

7. Any other information that demonstrates the impacts of the festival, event or tourism-related facility owned by a non-profit organization or local jurisdiction (please describe):

8. Complete attached *Budget Reporting Form* and submit with this report.

Submitted by: \_\_\_\_\_

E-mail or phone number: \_\_\_\_\_



Printed on Recycled Paper

www.aberdeenwa.gov

