



## Bryant Advertising and Promotion Commission

### Event/Tourism Funding Final Report

(Due within 30 days of the completion of the project or event)

Name of Organization: \_\_\_\_\_

Address: \_\_\_\_\_ City, ST, Zip \_\_\_\_\_

Phone: \_\_\_\_\_ Website: \_\_\_\_\_

Project/Event Name: \_\_\_\_\_

Contact: \_\_\_\_\_ Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Date(s) of event: \_\_\_\_\_ Time (if one-day event) \_\_\_\_\_ to \_\_\_\_\_

Event Location: \_\_\_\_\_ Field/Room/Facility: \_\_\_\_\_

Number of Attendees: \_\_\_\_\_ % Growth Year over Year: \_\_\_\_\_

Tracking method: [ ] Exit Survey [ ] Entry Form Other: \_\_\_\_\_

Was there a host hotel? [ ] Yes [ ] No . If yes, please list \_\_\_\_\_

Other hotels: \_\_\_\_\_

Total number of rooms: [ ] 10-25 [ ] 26-50 [ ] 51-100 [ ] 101-150 [ ] 151-200 [ ] 200+

Were there any fees or charges paid by spectators? [ ] Yes [ ] No . If yes, how much \_\_\_\_\_

How was Bryant Advertising and Promotion Commission logo and name used?

---

Please attach the following:

- Finalized budget with actual receipts and expenses
- Copies of paid invoices
- Copy of print material and/or advertisement

Failure to submit the Final Report shall hinder reimbursement and/or future requests for event funding.