

Occupancy Tax Grant Application

Town of Lake George Occupancy Tax Committee

NOTE: *This application is for the promotion of tourism in the Town of Lake George. Grants may be used for new programs, events or projects as well as the enhancement of existing events. Preference is given to endeavors which encourage overnight stays. These grants may not be used to replace funding for existing programs or promotions.*

Applicant Organization or Individual _____

Contact Person Overseeing Activity _____

Mailing Address _____

Daytime Phone _____ Email Address _____

Name/Title of Event/Project/Program _____

Location of Activity _____ Date of Activity _____

Estimated Attendance _____ Admission Fee? (if none, "NA") \$ _____ First Time Applicant? _____

Please describe your event, program or project and explain how it will promote tourism in Lake George.

_____ (use additional paper if necessary)

Please submit a budget for your proposed activity. (SEE BUDGET FORM, pg 3) Within two months of completion of the event, program or project, the grant recipient is required to submit a final report.

I, the undersigned, certify that all information contained in this application is accurate. I assume responsibility for fulfilling the requirements of the event, program or project described herein and for the appropriate use of the OT funds granted in response to this application. I will complete all reports required by the Town of Lake George OT Committee, in a timely manner.

Signature _____ Date _____

Printed Name _____

OT Grant Application—BUDGET

Town of Lake George Occupancy Tax Committee

Applicant Organization or Individual _____

Contact Person Overseeing Activity _____

Name/Title of Event/Project/Program _____

ESTIMATED EXPENSES:	
Advertising & Publicity	\$
Printing	\$
Speakers	\$
Entertainment	\$
Equipment Rental	\$
Food	\$
Postage & Mailing	\$
Supplies	\$
Other (describe)	\$
Other (describe)	\$
Other (describe)	\$
Other (describe)	\$
TOTAL EXPENSES	\$

ESTIMATED REVENUES: (do not include amount of OT GRANT requested from Town of Lake George).	
Beginning cash on hand	\$
Community Donations	\$
Labor	\$
Admission fees/Ticket Sales	\$
Vendor Sales/Participation Fees	\$
Other Sales (product, raffle, etc)	\$
Sponsors	\$
Other (describe)	\$
Other (describe)	\$
Grants (Joint Town/Village OT)	\$
Grants (other)	\$
SUBTOTAL---Estimated Revenues (not including requested TLG OT GRANT)	\$

Subtotal Estimated Revenues (from above)	\$
SUBTRACT Total Estimated Expenses (from above)	Minus \$
TOTAL requested---Town Lake George OT GRANT	\$

Please use the back of this page if additional narrative is needed to explain any of above.