

LODGING TAX FUND 2022

City of Aberdeen

Hotel/Motel Tax Fund Program

In 1974, the City of Aberdeen passed an ordinance creating what is now referred to as the Lodging Tax Fund. This fund is used to encourage tourism relating to overnight stays within the City of Aberdeen. All grant requests must be submitted to the City of Aberdeen on or before November 3, 2021. All applicants will be required to provide the following documentation in order to be eligible for grant funds:

- 1) At least 25% matching funds
- 2) How the project will benefit the City of Aberdeen, specifically tourism projects that relate to overnight stays in the City of Aberdeen's Hotels and Motels.
- 3) Past involvement in similar projects.
- 4) The organizations need for future project operation and/or maintenance.
- 5) The organizations' project schedule.
- 6) All organization's that are awarded funding will be required to submit an end-of-the-year financial report detailing all income received from your event/project and all expenses associated with your event/project.
- 7) APPLICATIONS MUST BE COMPLETE. THEY MUST INCLUDE AN ESTABLISHED AND CURRENT STATE/FEDERAL NON-PROFIT, TAX EXEMPT, OR GOVERNMENT AGENCY TAX ID NUMBER. THE TAX ID NUMBER LISTED MUST BE THAT OF THE OFFICIAL APPLICANT OR THE LISTED PARTNER APPLICANT. THE SIGNATURE ON THE APPLICATION MUST BE THAT OF AN OFFICIAL REPRESENTATIVE OF THE ORGANIZATION WHOSE TAX ID NUMBER IS BEING USED. NO EXCEPTIONS.

All organizations that are awarded funding will be required to submit an end-of-the-year financial report detailing all income received from the event/project and all expenses associated with your event/project. All reports and invoices (with copies of the bills that were paid) are to be submitted to the City of Aberdeen on or before December 27, 2022. Any invoices received after December 27th will not be reimbursed. Invoices and reports are to be sent to the Aberdeen Parks and Recreation Department, 200 East Market St., Aberdeen, WA 98520.

SUCCESSFUL APPLICANTS WILL BE NOTIFIED WHEN REPORTS AND COMMUNICATIONS ARE DUE. FAILURE TO COMPLY WITH ANY OF THE ABOVE RULES MAY DISQUALIFY YOU AND/OR YOUR ORGANIZATION FROM RECEIVING FUTURE FUNDING.

Please contact the Aberdeen Parks and Recreation Department for any questions regarding this program.

Parks and Recreation Department
Tel: 360-537-3229
E-mail: sbarnum@aberdeenwa.gov

