red lodge
TOURISM BUSINESS IMPROVEMENT DISTRICT

PROJECT COMPLETION AND EXPENDITURE REPORT

The TBID requires an event/project completion report within thirty (45) days of your project end. The report is to include a written narrative of the project's success, including attendance reports, average number of nights stayed, and other pertinent information of the spending done with TBID dollars. Please break down your expenses and specify. If applicable, photography to share with TBID. Attach additional pages as needed.

Event Date(s): _____ Completion Report Submission Date: _____

- Did your event/project meet its goals and objectives? Explain.

  _____

  _____

  _____

- Do you feel your event was a success?

  _____

  _____

  _____

- How many people do you estimate attended your event? Was this more/less then what you expected?

  _____

  _____

  _____

- Where did event attendees come from?

  _____

  _____

  _____

- How did your event impact area businesses (lodging, restaurants, shops)? Please take the time to ask owners/managers of these locations, include business names.

_____

_____

_____

- How did you advertise your event? Please share copies of newspaper articles, flyers, copy of social media, emails etc.

_____

_____

_____

Did your event meet the requirements for TBID funding? If not, please explain why.

- Photography/Videography submitted with completion report.

  _____

  _____

- Advertising included TBID lodging information (attach applicable advertising).

  _____

  _____

- Generated overnight visitors for the Red Lodge area.

  _____

  _____

- Funds were used as specified on your application.

  _____

  _____

Thank you for bringing your event to Red Lodge!

The whole town can benefit from the time and energy put into creating these events.