



**Hotel/Motel Tax
Application and Financial Reporting Form**

City of Boone
923 8th Street
Boone, IA 50036

**REQUEST MUST BE IN THE AREAS OF ECONOMIC DEVELOPMENT,
RECREATIONAL FACILITIES, OR SERVICES.**

Amount of Request: _____

Agency: _____

Mailing Address: _____

City, State, Zip: _____

Contact Person: _____

E-mail: _____

Phone: _____

Presented on: _____

Incorporation Date: _____

Non-profit Certification: Yes No

Deadline for Submittal to City Central Business Office: December 29th. *(if the 29th falls on a weekend the application due date is the following Monday).*

This application and accompanying budget has been considered and approved for submission by the requesting agency's Board of Directors on _____, 20____.

Signatures:

Executive Director

Chairperson
or other authorized person

Agency: _____

Receipts and Expenses Information (Budget)

An audit can be requested by the city of Boone if needed.

This table may be used or Financial Statements may be attached

Salaries of Employees				
Title	FTE/PTE	Last Year	Present Year	Next Year
Total				

	Last Year	Present Year	Next Year
Revenues (All Sources)			
Allocation from Boone Hotel/Motel Fund			
Contributions			
Legacies and bequests			
Allocated by Boone County United Way			
Allocated by County of Boone			
Fees and Grants from Government Agencies			
Membership Dues			
Program Service Fees, Etc.			
Sales of Materials			
Investment Income			
Miscellaneous Income			
Total Revenues			
Expenditures			
Salaries			
Employee Benefits			
Payroll Taxes, Etc.			
Supplies			
Office Rental/Lease			
Equipment			
Travel/ Conference/Meetings			
Specific Assistance to Individuals			
Membership Dues			
Awards and Grants			
Miscellaneous			
Total Expenses			
Excess/Deficit			
Restricted Funds Balance			