

**TOURNAMENT NON-BID FEE  
FOLLOW UP REPORT  
OF JEFFERSON COUNTY  
HOTEL OCCUPANCY TAX (HOT) FUNDS**

Please complete the following to ensure that the funds provided to your organization through the Jefferson County Hotel Occupancy Tax were utilized for the purposes set forth in the original funding application. *Unused funds must be returned with this report to address listed on back page of the report.*

**I. GENERAL INFORMATION**

A. Name of Organization:

\_\_\_\_\_

Name and Date of Event:

\_\_\_\_\_

B. Amount of County Hotel and Occupancy Tax Awarded:

\_\_\_\_\_

**II. VISITOR IMPACT** - The following information is required as funding was based upon impact on tourism/hotel and convention industry. The organization is expected to make every possible effort in tracking the use of Jefferson County hotel rooms.

A. Provide numbers for the following concerning the period funded:

1. Teams: Actual # \_\_\_\_\_

2. Teams from outside fifty (50) miles of Jefferson County:  
Actual # \_\_\_\_\_

3. Teams indicating they stayed overnight in a Jefferson County hotel:  
Actual # \_\_\_\_\_

**III. ATTACHMENTS**

1. Attach all team hotel tracking forms and list of teams with dates of elimination to be turned at time of exit interview no later than 2 weeks after completion of the event.

Name of Person Completing Form \_\_\_\_\_

Signature \_\_\_\_\_

Title \_\_\_\_\_

Date Form Completed \_\_\_\_\_

Phone Number \_\_\_\_\_

Address \_\_\_\_\_

**Return Form To:** Jefferson County Tourism Commission  
Attn: Kathi W. Hughes  
5055 IH-10 South  
Beaumont, Texas 77705

Questions in regards to this form should be forwarded to Ms. Kathi Hughes at 409-842-0500.