



LODGERS' TAX BOARD

Regular Meeting Agenda

Date: Wednesday, July 10, 2024

Place: 200 E. Broadway, 1st Floor City Hall Annex, Hobbs, New Mexico

Time: 3:00 p.m.

*Jack Robertson, Chairperson
Tourist Industry Related*

*Lahcen Tigui
Lodging Industry Related*

*Thomas K. Wilson II
Lodging Industry Related*

*Oscar Gonzalez
Member-At-Large*

*Terry Sowell
Tourist Industry Related*

-
1. **Call to Order**
 2. **Roll Call**
 3. **Pledge of Allegiance**
 4. **Approval of Minutes:** January 10, 2024
 5. **Communications from Citizens** (3-minute limit per citizen)
 6. **Discussion/Updates:**
 - a. Financial Report (*Toby Spears, Finance Director*)
 7. **Action Items**

T.S.

- a. Hobbs Airfield Speedway
Remember the Glizzy (\$3,143.00)
September 7, 2024
Flashlight Cash Days with Limpy (\$3,143.00)
November 2, 2024
- b. Hobbs Eagle Quarterback Club
Hobbs High School Home Football Games (\$17,300.00)
August 15, 2024 through November 8, 2024
- c. Hobbs USSSA
Pretty in Pink (\$9,000.00)
October 11 through 13, 2024
- d. New Mexico Junior College
NMJC Welcome Back Weekend (\$10,070.00)
October 4 and 5, 2024
- e. United Way of Lea County
United Way Chili Festival (\$9,830.00)
September 27 and 28, 2024
- f. Lea County Center for the Arts
Downtown Sounds "a Night of Culture" (\$5,050.00)
August 31, 2024
Downtown Sounds "Saw you at the Pole" (\$5,240.00)
September 25, 2024
Downtown Sounds "Retro Revival" (\$4,440.00)
September 25, 2024

8. Event Summaries

9. Adjournment

The City will make every effort to provide reasonable accommodations for people with disabilities who wish to attend a public meeting. Please notify the City at least 24 hours before the meeting by calling 575-397-9208.

Notice is hereby given that a quorum of the Hobbs City Commission may be in attendance at City Advisory Board meetings.

Next Meeting Date:
Wednesday, October 9, 2024, at 3:00 p.m.

Minutes of the regular meeting of the Lodgers' Tax Board held on Wednesday, January 10th, 2024, at 3:00 p.m. in the City Commission Chamber, 200 East Broadway, 1st Floor Annex, Hobbs, New Mexico.

Chairperson Jack Robertson called the meeting to order. The following members were present:

Jack Robertson
Oscar Gonzalez
Lahcen Tigui

Absent: Thomas K. Wilson II
Terry Sowell

Also Present: Toby Spears, Finance Director
Amelia Maldonado, Deputy City Clerk
Rose Galavez, Asst Deputy City Clerk
Meghan Mooney, Communications Director
Chad Littlejohn, Marketing Coordinator
10 Citizens

Pledge of Allegiance

Chairperson Jack Robertson led the Pledge of Allegiance.

Approval of Minutes

Mr. Oscar Gonzalez moved that the minutes of the meeting held October 18, 2023, be approved as presented. Mr. Lahcen Tigui, seconded the motion and the vote was recorded as follows: Robertson yes, Gonzalez yes, Tigui yes. The motion carried.

Financial Report

Mr. Toby Spears, Finance Director, presented the revenue report and explained the funding cycle and the annual/monthly collection for the Lodgers' Tax fund. He stated the ending balances as of December 31, 2023, are as follows:

| | |
|--|-----------------|
| Ending Cash Balance | \$ 1,283,436.43 |
| Year to Date Revenue | \$ 906,858.35 |
| Year to Date Expenditures | \$ 706,819.17 |
| Available for Profit, Non-Profit & Public Entities | \$ 186,679.24 |
| Available for Local Government (City and County) | \$ 433,337.70 |
| Available for Airline Subsidy | \$ 600,753.26 |

Request for Funding

Presentations were made by the following organizations and recommendations were made by the Board as follows:

New Mexico Junior College - Athletics

2024 NJCAA Men's Division 1 National Golf Championship

May 14 through 17, 2024

Original Request: \$10,500.00

Board Recommendation to Commission: \$10,500.00

Mr. Deron Clark, Director of Athletics and Ms. Kayla Weaver, Assistant Director of Athletics presented the request for the NJCAA Men's Division 1 National Golf Championship in the amount of \$10,500.00. The funds will be used for apparel, gifts for the participant and the NJCAA guarantee.

Mr. Gonzalez moved that funding in the amount of \$10,500.00 be forwarded to the Hobbs City Commission for consideration. Mr. Jack Robertson seconded the motion and the vote was recorded as follows: Gonzalez yes, Tigui yes, Robertson yes. The motion carried.

Hobbs Airfield Speedway

Flashlight Cash Days with Limpy

March 9, 2024

Original Request: \$3,145.00

Board Approved: \$3,145.00

Summer Banger with BJ Da Flagman

May 10 and 11, 2024

Original Request: \$3,145.00

Board Approved: \$3,145.00

Mr. Jamal R. Awwad, representative for Hobbs Airfield Speedway, presented the request for funding for the Flashlight Cash Days with Limpy, in the amount of \$3,145.00. He explained the funding requested will be used for radio advertising and for professional performance fees of Chris Collin (Limpy).

Mr. Awwad, presented the request for funding for the Summer Banger with BJ Da Flagman, in the amount of \$3,145.00. He explained the funding requested will be used for radio advertising and for professional performance fees of BJ Da Flagman.

Mr. Gonzalez moved that funding be approved in the total amount of \$6,290.00. Mr. Tigui seconded the motion and the vote was recorded as follows: Gonzalez yes, Tigui yes, Robertson yes. The motion carried.

United Way of Lea County

Reading Under the Lights

April 26, 2024

Original Request: \$8,225.00

Board Recommendation to Commission: \$8,225.00

Mr. Becca Titus, representative for United Way of Lea County, presented the request for funding of the Reading Under the Lights in the amount of \$8,225.00. Ms. Titus stated the funds will be used for advertising and marketing.

Mr. Gonzalez moved that funding in the amount of \$8,225.00 be forwarded to the Hobbs City Commission for consideration. Mr. Robertson seconded the motion and the vote was recorded as follows: Gonzalez yes, Tigui yes, Robertson yes. The motion carried.

Permian Basin USSSA

King of the Turf

March 9 and 10, 2024

Original Request: \$24,964.80

Board Recommendation to Commission: \$24,964.80

Baseball Moms are the Best

May 11 and 12, 2024

Original Request: \$24,964.80

Board Recommendation to Commission: \$24,964.80

Mr. Tommy E. Hawkins, representative for Permian Basin USSSA, presented the request for funding for the King of the Turf Tournament in the amount of \$24,964.80. He explained the funding requested will be used for radio advertising, promotional items and awards for the teams.

Mr. Hawkins also presented the request for funding for the Baseball Moms are the Best Tournament in the amount of \$24,964.80. He explained the funding requested will be used for radio advertising, promotional items and awards for the teams.

Mr. Gonzalez moved that funding in the amount of \$24,964.80 for the King of the Turf Tournament and the funding in the amount of \$24,964.80 for the Baseball Moms are the Best Tournament be forwarded to the Acc for consideration. Mr. Robertson seconded the motion and the vote was recorded as follows: Gonzalez yes, Tigui yes, Robertson yes. The motion carried.

Hobbs USSSA

Blind as a Bat

March 16 and 17, 2024

Original Request: \$3,000.00

Board Recommendation to Commission: \$3,000.00

Hobbs SuperSlam NIT

April 26 through 28, 2024

Original Request: \$9,000.00

Board Recommendation to Commission: \$9,000.00

Jewelz on the Turf NIT MVP Event

May 24 through 26, 2024

Original Request: \$9,000.00
Board Recommendation to Commission: \$9,000.00
JB Memorial 1 Pitch
May 27, 2024
Original Request: \$2,500.00
Board Recommendation to Commission: \$2,500.00

Ms. Julie Rodriguez, representative for Hobbs USSSA, presented the requests for funding for the Blind as a Bat Tournament, in the amount of \$3,000.00, Hobbs SuperSlam NIT, in the amount of \$9,000.00, Jewelz on the Turf NIT MVP Event, in the amount of \$9,000.00 and JB Memorial 1 Pitch Tournament, in the amount of \$2,500.00. She explained the funding requested will be used for sanction fees, umpires and staff lodging.

Mr. Gonzalez moved that funding in the total amount of \$23,500.00 be forwarded to the Hobbs City Commission for consideration. Mr. Robertson seconded the motion and the vote was recorded as follows: Gonzalez yes, Tigui yes, Robertson yes. The motion carried.

City of Hobbs
Hobbs Downtown Slam and Jam – Gus Macker
April 20 and 21, 2024
Original Request: \$17,218.00
Board Recommendation to Commission: \$17,218.00

Ms. Paula Drake, representative for City of Hobbs, presented the request for funding for the Hobbs Downtown Slam and Jam – Gus Macker, in the amount of \$17,218.00. Ms. Drake stated the event would be held in honor of Mr. Michael Clampitt. The funding for this event would be used for posters, player shirts and radio advertising.

Mr. Gonzalez moved that funding in the amount of \$17,218.00 be forwarded to the Hobbs City Commission for consideration of Hobbs Downtown Slam and Jam – Gus Macker. Mr. Tigui seconded the motion and the vote was recorded as follows: Gonzalez yes, Tigui yes, Robertson yes. The motion carried.

Event Summary

Mr. Gonzalez stated the Mariachi Christmas event was held the second week of December and was a success. The event held approximately 1000 students in the daytime show and 1000 citizens at the evening show.

Adjournment

There being no further business or comments, Mr. Gonzalez moved that the meeting adjourn. Mr. Robertson seconded the motion and the vote was recorded as follows: Gonzalez yes, Tigui yes, Robertson yes. The motion carried and the meeting adjourned at 3:55 p.m.

Chairperson

Hobbs Airfield Speedway



City of Hobbs
Annual Funding Guidelines
Lodgers' Tax Requests for Proposal (RFP)
from 05/01/2022 - 06/30/2023

The City of Hobbs and the Hobbs City Commission wish to ensure that your events have the greatest chance of success. The following guidelines have been adopted by the City Commission to outline procedures for the annual expenditures of Lodgers' Tax funds.

1. The City of Hobbs is accountable to the City Commission for Lodgers' Tax Funds and is responsible for the placement of any orders involving expenditures of Lodgers' Tax funds. The table below details eligible & non-eligible expenses per Ordinance # 1052

| Eligible | Non-Eligible |
|--|--------------------------------|
| Professional Performance Fees | Administrative Office Overhead |
| Sound and Lighting as Related to Performance | Website Costs |
| Advertising/Promotion Items | Real Property |
| Sanitation | Tangible Property |
| Sanction Fees | |

For internal control purposes of lodgers' tax funds, the organization must provide valid proof of expenditures and contracts. Cash transactions by the organization (eg: cash currency payments to individuals) will not be considered valid. All invoices and contracts must be legible. The Finance Department may ask the organization to provide a W-9 for a vendor, cleared check, bank statement or other documentation to determine whether or not the transaction is valid for lodgers' tax. **Note: If cancellation of an event results in a refund of any deposit, this refund must be returned to the City of Hobbs Lodgers' Tax Fund.**

2. The organization requesting Lodgers' Tax funding shall designate a representative to serve in the capacity of spokesperson for that organization. The representative or designee must make all attempts to attend the Lodgers' Tax meeting or City Commission meeting as appropriate when requesting funding to answer questions.
3. All Requests for Proposal's (RFP's) for Lodgers' Tax **annual** funding must be received by **March 18th, 2022**. (This is to include all events to occur during the period indicated above for which your organization is requesting funding.)
4. A proposed budget must be submitted with the RFP for annual Lodgers' Tax funding explaining how fees and other revenues are to be used and include a detailed list of estimated expenses for any and all events on an annual basis.
5. Event Summaries from prior year funding will be required during the annual presentation process. Event summaries should include the number in attendance, the number of overnight stays and the actual revenue and expenditures. **Any unspent funding at the end of the funding cycle (05/01/2022-06/30/2023) will revert back to the City of Hobbs Lodgers' Tax Fund. Expenses will NOT be reimbursed after August 31, 2023.**
6. In addition to the above listed criteria, organizations requesting funding may be asked to provide the following information:

- Proof of non-profit status and copy of last years IRS form 990
- Proof of agency good standing with the NM Corporation Commission
- Proof of Workers-Comp or Liability Insurance Coverage

Advertising not included in the initial request for funding is the RESPONSIBILITY AND OBLIGATION OF THE ORGANIZATION PLACING SUCH ORDER.

I have read and fully understand the above guidelines for the Lodgers' Tax Funding.

Samuel Anwood
Representative

Hobbs Airfield Speedway
Name of Organization

6-25-24
date

Request for Lodgers' Tax Assistance

Contact Information

| | |
|-----------------|-------------------------|
| Organization | Hobbs Airfield Speedway |
| Name of Contact | Jamal Awwad |
| Address | 529 W. Gold Ave. |
| City, State Zip | Hobbs NM 88240 |
| Phone#/Fax# | 575-631-5099 |
| email | saturdays312@yahoo.com |

Event Budget

| | | Event 1 | Event 2 | Event 3 | Event 4 | Event 5 | Total |
|--------|------------------------|---------|---------|---------|---------|---------|--------|
| Income | Sponsorships | | | | | | - |
| | Sales | 8,000 | 10,500 | | | | 18,500 |
| | Donations | | | | | | - |
| | Prior Year Carryover | | | | | | - |
| | Other (please explain) | | | | | | - |
| | Total Income | - | - | - | - | - | 18,500 |

| | | Event 1 | Event 2 | Event 3 | Event 4 | Event 5 | Total |
|-------------------------------------|--------------------------|---------|---------|---------|---------|---------|--------|
| EXPENSE (NON- LODGERS' TAX | Cost of Sales Items | 2,100 | 2,100 | | | | 4,200 |
| | Cost of Awards | 5,000 | 8,000 | | | | 13,000 |
| | Building/Booth Rent | | | | | | - |
| | Advertising | | | | | | - |
| | Printing & Mailing | | | | | | - |
| | Print Media | | | | | | - |
| | Electronic Media | | | | | | - |
| | Misc. (Please explain) | | | | | | - |
| | Total NON- LODGERS' Exp. | 7,100 | 10,100 | - | - | - | 17,200 |

NON -
LODGERS'
TAX

Lodgers' Tax Budget Summary

| | Event 1 | Event 2 | Event 3 | Event 4 | Event 5 | Total |
|---------------------------------|---------|---------|---------|---------|---------|-------|
| Printing | - | - | - | - | - | - |
| Print Media | - | - | - | - | - | - |
| Electronic Media (Radio) | 643 | 643 | - | - | - | 1,286 |
| Other (Talent) | 2,500 | 2,500 | - | - | - | 5,000 |
| TOTAL LODGERS' TAX REQ. SUMMARY | 3,143 | 3,143 | - | - | - | 6,286 |

LODGERS'
TAX

Instructions: Please complete all areas of PINK that apply. Lodgers' Tax Budget Summary must reconcile to Event Details

| Lodgers' Tax Budget - Event Number 1 Event Information | |
|---|--|
|---|--|

Remember The Glizzy
Sept. 7th, 2024
5333 N. A Street Hobbs NM
Backhalf No Prep Faustino's Memorial Race
Classes: Daily Driver, True Street, Small Tire, RWYB and Tailgate

Is this a new event?

| | | | | | | | |
|-------------------------|----------|----------|-------|-------------------|----------------------|----------|-------|
| | Cost | Quantity | Total | | Cost | Quantity | Total |
| Posters (save-the-date) | | | - | Flyers Tickets | | | 0.00 |
| Programs | | | - | | | | - |
| | SUBTOTAL | | - | | SUBTOTAL | | - |
| | Cost | Quantity | Total | | | | |
| Mailings | | | - | | TOTAL PRINTING COSTS | | - |

| Newspaper | Name | # of ads | Cost | Total |
|----------------|----------|----------|-------------------|-------|
| | | | | - |
| | | | | - |
| | SUBTOTAL | | | - |
| Magazine/Other | Name | # of ads | Cost | Total |
| | | | | - |
| | | | | - |
| | | SUBTOTAL | | - |
| | | | TOTAL PRINT MEDIA | - |

| | Name | # of spots | Cost | Total |
|--------------|-------|------------|---------------------|-------|
| Radio | W 105 | 30 | | 643 - |
| Television | | | | - |
| Social Media | | | | - |
| | | | | - |
| | | | | - |
| | | | TOTAL ELECTR. MEDIA | 643 - |

| | Name | # of item | Cost | Total |
|---|-----------------------------|-----------|-----------------------|--------|
| Professional Performance Fees | Chris Appledorn (Talent) | 1 | 2500 | 2500- |
| Sound and Lighting Costs | | | | - |
| Sanction Fees | | | | - |
| Promotional Items (eg: tshirts, rings, etc.) | | | | - |
| Other: (please list) | | | | - |
| | | | | - |
| | | | | - |
| | | | | - |
| | | | | - |
| | | | | 2500 - |
| | | | TOTAL OTHER EXPENSE - | |

3143 -

Instructions: Please complete all areas of PINK that apply.

Lodgers' Tax Budget - Event Number 2

Event Information

Name of Event: *Flashlight Cash Days with Limpy*
 Date: *Nov. 1st 2024*
 Location: *5333 N. A Street Hobbs NM*
 Description: *Flash-light NO prep Race.*
Classes: Daily Driver, True Street, Small Tire, RWY13 and Tailgate

| | | | |
|--------------------------|------------|----------------------|------------|
| Expected Attendance | <i>700</i> | # of Overnigheters | <i>200</i> |
| Is this an annual event? | <i>Yes</i> | Is this a new event? | |

PRINTING

| | Cost | Quantity | Total | | Cost | Quantity | Total |
|-------------------------|------|----------|-------|----------------------|------|----------|-------|
| Posters (save-the-date) | | | - | Flyers | | | 0.00 |
| Programs | | | - | Tickets | | | - |
| SUBTOTAL | | | | SUBTOTAL | | | |
| | | | - | | | | |
| Mailings | | | - | TOTAL PRINTING COSTS | | | |
| | | | | - | | | |

PRINT MEDIA

| | Name | # of ads | Cost | Total |
|-------------------|----------|----------|------|-------|
| Newspaper | | | | - |
| | | | | - |
| | SUBTOTAL | | | - |
| Magazine/Other | | | | - |
| | | | | - |
| | SUBTOTAL | | | - |
| TOTAL PRINT MEDIA | | | | - |

ELECTRONIC MEDIA

| | Name | # of spots | Cost | Total |
|---------------------|--------------|------------|------------|--------------|
| Radio | <i>W 105</i> | <i>30</i> | <i>643</i> | <i>643 -</i> |
| Television | | | | - |
| Social Media | | | | - |
| TOTAL ELECTR. MEDIA | | | | <i>643 -</i> |

OTHER EXPENSE

| | Name | # of item | Cost | Total |
|--|------------------------------|-----------|-------------|---------------|
| Professional Performance Fees | <i>Chiss Collins (Limpy)</i> | <i>1</i> | <i>2500</i> | <i>2500 -</i> |
| Sound and Lighting Costs | <i>(Talent)</i> | | | - |
| Sanction Fees | | | | - |
| Promotional Items (eg: tshirts, rings, etc.) | | | | - |
| Other: (please list) | | | | - |
| | | | | - |
| | | | | - |
| | | | | - |
| | | | | - |
| | | | | - |
| | | | | <i>2500 -</i> |
| TOTAL OTHER EXPENSE | | | | - |

TOTAL REQUEST FOR EVENT 2

3143 -

Instructions: Please complete all areas of PINK that apply.

Hobbs Eagle Quarterback Club



City of Hobbs
Annual Funding Guidelines
Lodgers' Tax Requests for Proposal (RFP)
from 05/01/2022 - 06/30/2023

The City of Hobbs and the Hobbs City Commission wish to ensure that your events have the greatest chance of success. The following guidelines have been adopted by the City Commission to outline procedures for the annual expenditures of Lodgers' Tax funds.

1. The City of Hobbs is accountable to the City Commission for Lodgers' Tax Funds and is responsible for the placement of any orders involving expenditures of Lodgers' Tax funds. The table below details eligible & non-eligible expenses per Ordinance # 1052

| Eligible | Non-Eligible |
|--|--------------------------------|
| Professional Performance Fees | Administrative Office Overhead |
| Sound and Lighting as Related to Performance | Website Costs |
| Advertising/Promotion Items | Real Property |
| Sanitation | Tangible Property |
| Sanction Fees | |

For internal control purposes of lodgers' tax funds, the organization must provide valid proof of expenditures and contracts. Cash transactions by the organization (eg: cash currency payments to individuals) will not be considered valid. All invoices and contracts must be legible. The Finance Department may ask the organization to provide a W-9 for a vendor, cleared check, bank statement or other documentation to determine whether or not the transaction is valid for lodgers' tax. **Note: If cancellation of an event results in a refund of any deposit, this refund must be returned to the City of Hobbs Lodgers' Tax Fund.**

2. The organization requesting Lodgers' Tax funding shall designate a representative to serve in the capacity of spokesperson for that organization. The representative or designee must make all attempts to attend the Lodgers' Tax meeting or City Commission meeting as appropriate when requesting funding to answer questions.
3. All Requests for Proposal's (RFP's) for Lodgers' Tax **annual** funding must be received by **March 18th, 2022**. (This is to include all events to occur during the period indicated above for which your organization is requesting funding.)
4. A proposed budget must be submitted with the RFP for annual Lodgers' Tax funding explaining how fees and other revenues are to be used and include a detailed list of estimated expenses for any and all events on an annual basis.
5. Event Summaries from prior year funding will be required during the annual presentation process. Event summaries should include the number in attendance, the number of overnight stays and the actual revenue and expenditures. **Any unspent funding at the end of the funding cycle (05/01/2022-06/30/2023) will revert back to the City of Hobbs Lodgers' Tax Fund. Expenses will NOT be reimbursed after August 31, 2023.**
6. In addition to the above listed criteria, organizations requesting funding may be asked to provide the following information:

- Proof of non-profit status and copy of last years IRS form 990
- Proof of agency good standing with the NM Corporation Commission
- Proof of Workers-Comp or Liability Insurance Coverage

Advertising not included in the initial request for funding is the RESPONSIBILITY AND OBLIGATION OF THE ORGANIZATION PLACING SUCH ORDER.

I have read and fully understand the above guidelines for the Lodgers' Tax Funding.

Guy Kesner and Jeromie Pickering
Representative

Hobbs Eagle Quarterback Club
Name of Organization

6/27/2024
date

Request for Lodgers' Tax Assistance
Contact Information

| | |
|-----------------|--|
| Organization | Hobbs Eagle Quarterback Club |
| Name of Contact | Guy Kesner or Jeromie Pickering |
| Address | PO Box 5124 |
| City, State Zip | Hobbs, NM 88241 |
| Phone#/Fax# | 575-318-1576 (Guy) or 575-390-4793 (Jeromie) |
| email | hobbsquarterbackclub@gmail.com |

Event Budget

| | | Event 1 | Event 2 | Event 3 | Event 4 | Event 5 | Total | |
|-------------------------------------|---------------------------------------|---------|---------|---------|---------|---------|-------|--------------------------|
| | | | | | | | | |
| Income | Sponsorships | | | | | | - | NON - LODGERS' TAX |
| | Sales | | | | | | - | |
| | Donations | | | | | | - | |
| | Prior Year Carryover | | | | | | - | |
| | Other (please explain) | | | | | | - | |
| | Total Income | - | - | - | - | - | - | |
| EXPENSE (NON- LODGERS' TAX | | Event 1 | Event 2 | Event 3 | Event 4 | Event 5 | Total | NON - LODGERS' TAX |
| | Cost of Sales Items | | | | | | - | |
| | Cost of Awards | | | | | | - | |
| | Building/Booth Rent | | | | | | - | |
| | Advertising | | | | | | - | |
| | Printing & Mailing | | | | | | - | |
| | Print Media | | | | | | - | |
| | Electronic Media | | | | | | - | |
| | Misc. _____ (Please explain) _____ | | | | | | - | |
| | | | | | | | - | |
| | Total NON- LODGERS' Exp. | - | - | - | - | - | - | |

Lodgers' Tax Budget Summary

| | Event 1 | Event 2 | Event 3 | Event 4 | Event 5 | Total | |
|--|-----------------|-----------------|-----------------|-----------------|-----------------|------------------|-----------------|
| Printing | 2,400.00 | 2,400.00 | 2,400.00 | 2,400.00 | 2,400.00 | 12,000.00 | LODGERS' TAX |
| Print Media | - | - | - | - | - | - | |
| Electronic Media | - | - | - | - | - | - | |
| Other | - | - | 500.00 | - | - | 500.00 | |
| TOTAL LODGERS' TAX REQ. SUMMARY | 2,400.00 | 2,400.00 | 2,900.00 | 2,400.00 | 2,400.00 | 12,500.00 | |

Instructions: Please complete all areas of PINK that apply. Lodgers' Tax Budget Summary must reconcile to Event Details

Lodgers' Tax Budget - Event Number 1

Event Information

| | | | | | | | |
|---|--------------------------------------|----------------------|----------------------|-------------------|----------|----------|-----------------|
| Name of Event | Hobbs High School Home Football Game | | | | | | |
| Date | 8-15-2024 | | | | | | |
| Location | Watson Memorial Stadium | | | | | | |
| Description | Varsity Football Game | | | | | | |
| Expected Attendance | 4500 | # of Overnights | TBD | | | | |
| Is this an annual event? | Yes | Is this a new event? | No | | | | |
| PRINTING | | | | | | | |
| Posters (save-the-date) Programs Mailings | Cost | Quantity | Total | Flyers Tickets | Cost | Quantity | Total |
| | | | - | | | | 0.00 |
| | 12.00 | 200 | 2,400.00 | | | | - |
| | SUBTOTAL | | 2,400.00 | | SUBTOTAL | | - |
| | Cost | Quantity | Total | | | | |
| | | - | TOTAL PRINTING COSTS | | | 2,400.00 | |
| PRINT MEDIA | | | | | | | |
| Newspaper | Name | # of ads | Cost | Total | | | |
| | | | | - | | | |
| | SUBTOTAL | | | - | | | |
| Magazine/Other | Name | # of ads | Cost | Total | | | |
| | | | | - | | | |
| | SUBTOTAL | | | - | | | |
| TOTAL PRINT MEDIA | | | | | | | - |
| ELECTRONIC MEDIA | | | | | | | |
| Radio Television Social Media | Name | # of spots | Cost | Total | | | |
| | | | | - | | | |
| | | | | - | | | |
| | | | | - | | | |
| | | | | - | | | |
| TOTAL ELECTR. MEDIA | | | | | | | - |
| OTHER EXPENSE | | | | | | | |
| | Name | # of item | Cost | Total | | | |
| Professional Performance Fees | | | | - | | | |
| Sound and Lighting Costs | | | | - | | | |
| Sanction Fees | | | | - | | | |
| Promotional Items (eg: tshirts, rings, etc.) | | | | - | | | |
| Other: (please list) | | | | - | | | |
| | | | | - | | | |
| | | | | - | | | |
| | | | | - | | | |
| | | | | - | | | |
| TOTAL OTHER EXPENSE | | | | | | | - |
| TOTAL REQUEST FOR EVENT 1 | | | | | | | 2,400.00 |

Instructions: Please complete all areas of PINK that apply.

Lodgers' Tax Budget - Event Number 2

Event Information

| | | | | | | | | |
|--|--------------------------------------|----------------------|---------------------|----------------------|----------|----------|-----------------|---|
| Name of Event | Hobbs High School Home Football Game | | | | | | | |
| Date | 8-30-2024 | | | | | | | |
| Location | Watson Memorial Stadium | | | | | | | |
| Description | Varsity Football Game | | | | | | | |
| Expected Attendance | 4500 | # of Overnights | TBD | | | | | |
| Is this an annual event? | Yes | Is this a new event? | No | | | | | |
| PRINTING | | | | | | | | |
| Posters (save-the-date) Programs | Cost | Quantity | Total | Flyers Tickets | Cost | Quantity | Total | |
| | | | - | | | | 0.00 | |
| | 12.00 | 200 | 2,400.00 | | | | - | |
| | SUBTOTAL | | 2,400.00 | | SUBTOTAL | | - | |
| | Cost | Quantity | Total | | | | | |
| Mailings | | | - | TOTAL PRINTING COSTS | | | 2,400.00 | |
| PRINT MEDIA | | | | | | | | |
| Newspaper | Name | # of ads | Cost | Total | | | | |
| | | | | - | | | | |
| | | | | - | | | | |
| SUBTOTAL | | | - | | | | | |
| Magazine/Other | Name | # of ads | Cost | Total | | | | |
| | | | | - | | | | |
| | | | | - | | | | |
| SUBTOTAL | | | - | | | | | |
| | | | TOTAL PRINT MEDIA | | | | | - |
| ELECTRONIC MEDIA | | | | | | | | |
| Radio Television Social Media | Name | # of spots | Cost | Total | | | | |
| | | | | - | | | | |
| | | | | - | | | | |
| | | | | - | | | | |
| | | | | - | | | | |
| | | | | - | | | | |
| | | | TOTAL ELECTR. MEDIA | | | | | - |
| OTHER EXPENSE | | | | | | | | |
| | Name | # of item | Cost | Total | | | | |
| Professional Performance Fees | test | | | - | | | | |
| Sound and Lighting Costs | | | | - | | | | |
| Sanction Fees | | | | - | | | | |
| Promotional Items (eg: tshirts, rings, etc.) | | | | - | | | | |
| Other: (please list) | | | | - | | | | |
| | | | | - | | | | |
| | | | | - | | | | |
| | | | | - | | | | |
| | | | | - | | | | |
| | | | | - | | | | |
| | | | | - | | | | |
| | | | | - | | | | |
| | | | TOTAL OTHER EXPENSE | | | | | - |
| TOTAL REQUEST FOR EVENT 2 | | | | | | | 2,400.00 | |

Instructions: Please complete all areas of PINK that apply.

Lodgers' Tax Budget - Event Number 3

Event Information

| | | | |
|---------------|--------------------------------------|--|--|
| Name of Event | Hobbs High School Home Football Game | | |
| Date | 9-13-2024 | | |
| Location | Watson Memorial Stadium | | |
| Description | Varsity Football Game | | |

| | | | |
|--------------------------|------|----------------------|-----|
| Expected Attendance | 4500 | # of Overnights | TBD |
| Is this an annual event? | Yes | Is this a new event? | No |

PRINTING

| Posters (save-the-date) Programs | Cost | Quantity | Total | Flyers Tickets | Cost | Quantity | Total |
|-------------------------------------|----------|----------|----------|----------------------|----------|----------|-------|
| | | | - | | | | 0.00 |
| | 12.00 | 200 | 2,400.00 | | | | - |
| | SUBTOTAL | | 2,400.00 | | SUBTOTAL | | - |
| | Cost | Quantity | Total | | | | |
| Mailings | | | - | TOTAL PRINTING COSTS | | 2,400.00 | |

PRINT MEDIA

| Newspaper | Name | # of ads | Cost | Total | |
|----------------|----------|----------|-------------------|-------|---|
| | | | | - | |
| | | | | - | |
| | SUBTOTAL | | | - | |
| Magazine/Other | Name | # of ads | Cost | Total | |
| | | | | - | |
| | | | | - | |
| | | SUBTOTAL | | - | |
| | | | TOTAL PRINT MEDIA | | - |

ELECTRONIC MEDIA

| | Name | # of spots | Cost | Total |
|---------------------|------|------------|------|-------|
| Radio | | | | - |
| Television | | | | - |
| Social Media | | | | - |
| | | | | - |
| TOTAL ELECTR. MEDIA | | | | - |

OTHER EXPENSE

| | Name | # of item | Cost | Total |
|--|---------------------------|-----------|--------|--------|
| Professional Performance Fees | test | | | - |
| Sound and Lighting Costs | | | | - |
| Sanction Fees | | | | - |
| Promotional Items (eg: tshirts, rings, etc.) | | | | - |
| Other: (please list) | Graphic Design of Program | 1 | 500.00 | 500.00 |
| | | | | - |
| | | | | - |
| | | | | - |
| TOTAL OTHER EXPENSE | | | | 500.00 |

TOTAL REQUEST FOR EVENT 3

2,900.00

Instructions: Please complete all areas of PINK that apply.

Lodgers' Tax Budget - Event Number 4

| | | | | | |
|---------------------|--------------------------------------|--|--|--|--|
| Name of Event | Hobbs High School Home Football Game | | | | |
| Date | 9-20-2024 | | | | |
| Location | Watson Memorial Stadium | | | | |
| Description | Varsity Football Game | | | | |
| Expected Attendance | | | | | |

| | | | |
|--------------------------|------|----------------------|-----|
| Expected Attendance | 4500 | # of Overnigheters | TBD |
| Is this an annual event? | Yes | Is this a new event? | No |

PRINTING

| PRINTING | | | | | | | |
|-------------------------------------|----------|----------|----------|----------------------|----------|----------|----------|
| Posters (save-the-date) Programs | Cost | Quantity | Total | Flyers Tickets | Cost | Quantity | Total |
| | | | - | | | | 0.00 |
| | 12.00 | 200 | 2,400.00 | | | | - |
| | SUBTOTAL | | 2,400.00 | | SUBTOTAL | | - |
| | Cost | Quantity | Total | | | | |
| Mailings | | | - | TOTAL PRINTING COSTS | | | 2,400.00 |

PRINT MEDIA

| PRINT MEDIA | | | | |
|----------------|----------|----------|-------------------|-------|
| Newspaper | Name | # of ads | Cost | Total |
| | | | | - |
| | | | | - |
| | SUBTOTAL | | | - |
| Magazine/Other | Name | # of ads | Cost | Total |
| | | | | - |
| | | | | - |
| | | SUBTOTAL | | - |
| | | | TOTAL PRINT MEDIA | - |

ELECTRONIC MEDIA

| ELECTRONIC MEDIA | | | | |
|------------------|------|------------|----------------------------|-------|
| | Name | # of spots | Cost | Total |
| Radio | | | | - |
| | | | | - |
| Television | | | | - |
| | | | | - |
| Social Media | | | | - |
| | | | | - |
| | | | TOTAL ELECTR. MEDIA | - |

OTHER EXPENSE

| OTHER EXPENSE | | | | |
|--|------|-----------|----------------------------|-------|
| | Name | # of item | Cost | Total |
| Professional Performance Fees | test | | | - |
| Sound and Lighting Costs | | | | - |
| Sanction Fees | | | | - |
| Promotional Items (eg: tshirts, rings, etc.) | | | | - |
| Other: (please list) | | | | - |
| | | | | - |
| | | | | - |
| | | | | - |
| | | | | - |
| | | | | - |
| | | | | - |
| | | | TOTAL OTHER EXPENSE | - |

TOTAL REQUEST FOR EVENT 4

2,400.00

Instructions: Please complete all areas of PINK that apply.

Lodgers' Tax Budget - Event Number 5

Event Information

| | | | | | | | |
|---|--------------------------------------|----------------------|-----------------------------|-------------------|-----------------|-----------------|-----------------|
| Name of Event | Hobbs High School Home Football Game | | | | | | |
| Date | 10-18-2024 | | | | | | |
| Location | Watson Memorial Stadium | | | | | | |
| Description | Varsity Football Game | | | | | | |
| Expected Attendance | 4500 | # of Overnighers | TBD | | | | |
| Is this an annual event? | Yes | Is this a new event? | No | | | | |
| PRINTING | | | | | | | |
| Posters (save-the-date) Programs Mailings | Cost | Quantity | Total | Flyers Tickets | Cost | Quantity | Total |
| | | | - | | | | 0.00 |
| | 12.00 | 200 | 2,400.00 | | | | - |
| | SUBTOTAL | | 2,400.00 | | SUBTOTAL | | - |
| | Cost | Quantity | Total | | | | |
| | | - | TOTAL PRINTING COSTS | | | 2,400.00 | |
| PRINT MEDIA | | | | | | | |
| Newspaper | Name | # of ads | Cost | Total | | | |
| | | | | - | | | |
| | | | | - | | | |
| SUBTOTAL | | | | - | | | |
| Magazine/Other | Name | # of ads | Cost | Total | | | |
| | | | | - | | | |
| | | | | - | | | |
| SUBTOTAL | | | | - | | | |
| TOTAL PRINT MEDIA | | | | | | | - |
| ELECTRONIC MEDIA | | | | | | | |
| Radio Television Social Media | Name | # of spots | Cost | Total | | | |
| | | | | - | | | |
| | | | | - | | | |
| | | | | - | | | |
| | | | | - | | | |
| TOTAL ELECTR. MEDIA | | | | | | | - |
| OTHER EXPENSE | | | | | | | |
| | Name | # of item | Cost | Total | | | |
| Professional Performance Fees | test | | | - | | | |
| Sound and Lighting Costs | | | | - | | | |
| Sanction Fees | | | | - | | | |
| Promotional Items (eg: tshirts, rings, etc.) | | | | - | | | |
| Other: (please list) | | | | - | | | |
| | | | | - | | | |
| | | | | - | | | |
| | | | | - | | | |
| | | | | - | | | |
| | | | | - | | | |
| TOTAL OTHER EXPENSE | | | | | | | - |
| TOTAL REQUEST FOR EVENT 5 | | | | | | | 2,400.00 |

Instructions: Please complete all areas of PINK that apply.

Event Information

| | | | |
|--------------------------|--------------------------------------|----------------------|-----|
| Name of Event | Hobbs High School Home Football Game | | |
| Date | 10-25-2024 | | |
| Location | Watson Memorial Stadium | | |
| Description | Varsity Football Game | | |
| Expected Attendance | 4500 | # of Overnights | TBD |
| Is this an annual event? | Yes | Is this a new event? | No |

PRINTING

| PRINTING | | | | Flyers Tickets | PRINTING | | |
|-------------------------------------|----------|----------|----------|-------------------|----------------------|----------|-------|
| Posters (save-the-date) Programs | Cost | Quantity | Total | | Cost | Quantity | Total |
| | | | - | | | | 0.00 |
| | 12.00 | 200 | 2,400.00 | | | | - |
| | SUBTOTAL | | 2,400.00 | | SUBTOTAL | | - |
| Mailings | Cost | Quantity | Total | | TOTAL PRINTING COSTS | | |
| | | | - | | 2,400.00 | | |

PRINT MEDIA

| PRINT MEDIA | | | | | |
|----------------|----------|----------|-------------------|-------|---|
| Newspaper | Name | # of ads | Cost | Total | |
| | | | | - | |
| | | | | - | |
| | SUBTOTAL | | | - | |
| Magazine/Other | Name | # of ads | Cost | Total | |
| | | | | - | |
| | | | | - | |
| | | SUBTOTAL | | - | |
| | | | TOTAL PRINT MEDIA | | - |

ELECTRONIC MEDIA

| ELECTRONIC MEDIA | | | | |
|---|------|------------|---------------------|-------|
| Radio Television Social Media | Name | # of spots | Cost | Total |
| | | | | - |
| | | | | - |
| | | | | - |
| | | | | - |
| | | | | - |
| | | | | - |
| | | | TOTAL ELECTR. MEDIA | - |

OTHER EXPENSE

| OTHER EXPENSE | | | | |
|--|------|-----------|------|-------|
| | Name | # of item | Cost | Total |
| Professional Performance Fees | | | | - |
| Sound and Lighting Costs | | | | - |
| Sanction Fees | | | | - |
| Promotional Items (eg: tshirts, rings, etc.) | | | | - |
| Other: (please list) | | | | - |
| | | | | - |
| | | | | - |
| | | | | - |
| | | | | - |
| | | | | - |
| | | | | - |
| TOTAL OTHER EXPENSE | | | | - |

| | |
|--|-----------------|
| TOTAL REQUEST FOR EVENT 167.5 | 2,400.00 |
|--|-----------------|

Instructions: Please complete all areas of PINK that apply.

Lodgers' Tax Budget - Event Number 6

Event Information

| | |
|---------------|--|
| Name of Event | Hobbs High School Home Football Game |
| Date | 11-08-2024 |
| Location | Watson Memorial Stadium |
| Description | Possible first round of NM State Play offs Varsity Football Game |

| | | | | |
|--------------------------|------|----------------------|-----|--|
| Expected Attendance | 6000 | # of Overnigheters | TBD | |
| Is this an annual event? | Yes | Is this a new event? | No | |

PRINTING

| | Cost | Quantity | Total | | Cost | Quantity | Total |
|-------------------------|----------|----------|----------|-------------------|----------------------|----------|----------|
| Posters (save-the-date) | | | - | Flyers Tickets | | | 0.00 |
| Programs | 12.00 | 200 | 2,400.00 | | | | - |
| | SUBTOTAL | | 2,400.00 | | SUBTOTAL | | - |
| | Cost | Quantity | Total | | TOTAL PRINTING COSTS | | 2,400.00 |
| Mailings | | | - | | | | |

PRINT MEDIA

| | Name | # of ads | Cost | Total |
|-------------------|----------|----------|------|-------|
| Newspaper | | | | - |
| | | | | - |
| | SUBTOTAL | | | - |
| Magazine/Other | | | | - |
| | | | | - |
| | SUBTOTAL | | | - |
| TOTAL PRINT MEDIA | | | | - |

ELECTRONIC MEDIA

| | Name | # of spots | Cost | Total |
|---------------------|------|------------|------|-------|
| Radio | | | | - |
| Television | | | | - |
| Social Media | | | | - |
| | | | | - |
| | | | | - |
| TOTAL ELECTR. MEDIA | | | | - |

OTHER EXPENSE

| | Name | # of item | Cost | Total |
|--|------|-----------|------|-------|
| Professional Performance Fees | | | | - |
| Sound and Lighting Costs | | | | - |
| Sanction Fees | | | | - |
| Promotional Items (eg: tshirts, rings, etc.) | | | | - |
| Other: (please list) | | | | - |
| | | | | - |
| | | | | - |
| | | | | - |
| | | | | - |
| | | | | - |
| TOTAL OTHER EXPENSE | | | | - |

| | |
|--|-----------------|
| TOTAL REQUEST FOR EVENT 1 47.55 | 2,400.00 |
|--|-----------------|

Instructions: Please complete all areas of PINK that apply.

Hobbs USSSA



City of Hobbs
Annual Funding Guidelines
Lodgers' Tax Requests for Proposal (RFP)
from 05/01/2022 - 06/30/2023

The City of Hobbs and the Hobbs City Commission wish to ensure that your events have the greatest chance of success. The following guidelines have been adopted by the City Commission to outline procedures for the annual expenditures of Lodgers' Tax funds.

1. The City of Hobbs is accountable to the City Commission for Lodgers' Tax Funds and is responsible for the placement of any orders involving expenditures of Lodgers' Tax funds. The table below details eligible & non-eligible expenses per Ordinance # 1052

| Eligible | Non-Eligible |
|--|--------------------------------|
| Professional Performance Fees | Administrative Office Overhead |
| Sound and Lighting as Related to Performance | Website Costs |
| Advertising/Promotion Items | Real Property |
| Sanitation | Tangible Property |
| Sanction Fees | |

For internal control purposes of lodgers' tax funds, the organization must provide valid proof of expenditures and contracts. Cash transactions by the organization (eg: cash currency payments to individuals) will not be considered valid. All invoices and contracts must be legible. The Finance Department may ask the organization to provide a W-9 for a vendor, cleared check, bank statement or other documentation to determine whether or not the transaction is valid for lodgers' tax. **Note: If cancellation of an event results in a refund of any deposit, this refund must be returned to the City of Hobbs Lodgers' Tax Fund.**

2. The organization requesting Lodgers' Tax funding shall designate a representative to serve in the capacity of spokesperson for that organization. The representative or designee must make all attempts to attend the Lodgers' Tax meeting or City Commission meeting as appropriate when requesting funding to answer questions.
3. All Requests for Proposal's (RFP's) for Lodgers' Tax **annual** funding must be received by **March 18th, 2022**. (This is to include all events to occur during the period indicated above for which your organization is requesting funding.)
4. A proposed budget must be submitted with the RFP for annual Lodgers' Tax funding explaining how fees and other revenues are to be used and include a detailed list of estimated expenses for any and all events on an annual basis.
5. Event Summaries from prior year funding will be required during the annual presentation process. Event summaries should include the number in attendance, the number of overnight stays and the actual revenue and expenditures. **Any unspent funding at the end of the funding cycle (05/01/2022-06/30/2023) will revert back to the City of Hobbs Lodgers' Tax Fund. Expenses will NOT be reimbursed after August 31, 2023.**
6. In addition to the above listed criteria, organizations requesting funding may be asked to provide the following information:

- Proof of non-profit status and copy of last years IRS form 990
- Proof of agency good standing with the NM Corporation Commission
- Proof of Workers-Comp or Liability Insurance Coverage

Advertising not included in the initial request for funding is the RESPONSIBILITY AND OBLIGATION OF THE ORGANIZATION PLACING SUCH ORDER.

I have read and fully understand the above guidelines for the Lodgers' Tax Funding.

Julie Rodriguez
Representative

Hobbs USSSA
Name of Organization

6/28/2024
date

Request for Lodgers' Tax Assistance

Contact Information

| | |
|-----------------|--------------------------|
| Organization | Hobbs USSSA |
| Name of Contact | Julie Rodriguez |
| Address | P.O. Box 5425 |
| City, State Zip | Hobbs NM 88241 |
| Phone#/Fax# | 575-602-1717 |
| email | julie.rodriguez@ussa.com |

Event Budget

| | | Event 1 | Event 2 | Event 3 | Event 4 | Event 5 | Total |
|-------------------------------------|---|------------------|----------|----------|----------|----------|------------------|
| | | | | | | | |
| Income | Sponsorships | | | | | | - |
| | Sales | 30,000.00 | | | | | 30,000.00 |
| | Donations | | | | | | - |
| | Prior Year Carryover | | | | | | - |
| | Other (please explain) | | | | | | - |
| | Total Income | 30,000.00 | - | - | - | - | 30,000.00 |
| | | Event 1 | Event 2 | Event 3 | Event 4 | Event 5 | Total |
| | | | | | | | |
| EXPENSE (NON- LODGERS' TAX | Cost of Sales Items | | | | | | - |
| | Cost of Awards | 4,000.00 | | | | | 4,000.00 |
| | Building/Booth Rent | | | | | | - |
| | Advertising | | | | | | - |
| | Printing & Mailing | | | | | | - |
| | Print Media | | | | | | - |
| | Electronic Media | | | | | | - |
| | Misc. Umpires, UIC and Staff | 10,000.00 | | | | | 10,000.00 |
| | Misc. (Please explain) Umpires and Staff Lodging and food | 6,500.00 | | | | | 6,500.00 |
| | Sanction Fees | 9,000.00 | | | | | 9,000.00 |
| | Total NON- LODGERS' Exp. | 29,500.00 | - | - | - | - | 29,500.00 |

NON -
LODGERS'
TAX

Lodgers' Tax Budget Summary

| | Event 1 | Event 2 | Event 3 | Event 4 | Event 5 | Total |
|--|-----------------|----------|----------|----------|----------|-----------------|
| Printing | - | - | - | - | - | - |
| Print Media | - | - | - | - | - | - |
| Electronic Media | - | - | - | - | - | - |
| Other | 9,000.00 | - | - | - | - | 9,000.00 |
| TOTAL LODGERS' TAX REQ. SUMMARY | 9,000.00 | - | - | - | - | 9,000.00 |

LODGERS'
TAX

Instructions: Please complete all areas of PINK that apply. Lodgers' Tax Budget Summary must reconcile to Event Details

Lodgers' Tax Budget - Event Number 1

Event Information

| | | | |
|---------------|--|--|--|
| Name of Event | Pretty in Pink | | |
| Date | October 11-13 | | |
| Location | Veteran Memorial Complex and Ziaplex | | |
| Description | Pretty in Pink is a girls fastpitch event for ages 8-18under. This event is held in the month of October for Breast Cancer awareness . | | |

| | | | | |
|--------------------------|------|----------------------|------|--|
| Expected Attendance | 2000 | # of Overnights | 1500 | |
| Is this an annual event? | yes | Is this a new event? | no | |

PRINTING

| | Cost | Quantity | Total | | Cost | Quantity | Total |
|-------------------------------------|----------|----------|-------|-------------------|----------------------|----------|-------|
| Posters (save-the-date) Programs | | | - | Flyers Tickets | | | 0.00 |
| | | | - | | | | - |
| | SUBTOTAL | | | | | SUBTOTAL | |
| Mailings | | | - | | TOTAL PRINTING COSTS | | |
| | | | - | | - | | |

PRINT MEDIA

| | Name | # of ads | Cost | Total |
|----------------|----------|----------|------|-------|
| Newspaper | | | | - |
| | | | | - |
| | SUBTOTAL | | | - |
| Magazine/Other | | | | - |
| | | | | - |
| | SUBTOTAL | | | - |
| | | | | - |

TOTAL PRINT MEDIA

ELECTRONIC MEDIA

| | Name | # of spots | Cost | Total |
|--------------|------|------------|------|-------|
| Radio | | | | - |
| Television | | | | - |
| Social Media | | | | - |
| | | | | - |
| | | | | - |
| | | | | - |
| | | | | - |

TOTAL ELECTR. MEDIA

OTHER EXPENSE

| | Name | # of item | Cost | Total |
|--|--------------------|-----------|----------|----------|
| Professional Performance Fees | USSSA Sanction fee | 1 | 9,000.00 | 9,000.00 |
| Sound and Lighting Costs | USSSA Rings | | | - |
| Sanction Fees | USSSA Metals | | | - |
| Promotional Items (eg: tshirts, rings, etc.) | | | | - |
| Other: (please list) | | | | - |
| | | | | - |
| | | | | - |
| | | | | - |
| | | | | - |
| | | | | - |

TOTAL OTHER EXPENSE 9,000.00

TOTAL REQUEST FOR EVENT 1

9,000.00

Instructions: Please complete all areas of PINK that apply.

New Mexico Junior College



City of Hobbs
Annual Funding Guidelines
Lodgers' Tax Requests for Proposal (RFP)
from 05/01/2022 - 06/30/2023

The City of Hobbs and the Hobbs City Commission wish to ensure that your events have the greatest chance of success. The following guidelines have been adopted by the City Commission to outline procedures for the annual expenditures of Lodgers' Tax funds.

1. The City of Hobbs is accountable to the City Commission for Lodgers' Tax Funds and is responsible for the placement of any orders involving expenditures of Lodgers' Tax funds. The table below details eligible & non-eligible expenses per Ordinance # 1052

| Eligible | Non-Eligible |
|--|--------------------------------|
| Professional Performance Fees | Administrative Office Overhead |
| Sound and Lighting as Related to Performance | Website Costs |
| Advertising/Promotion Items | Real Property |
| Sanitation | Tangible Property |
| Sanction Fees | |

For internal control purposes of lodgers' tax funds, the organization must provide valid proof of expenditures and contracts. Cash transactions by the organization (eg: cash currency payments to individuals) will not be considered valid. All invoices and contracts must be legible. The Finance Department may ask the organization to provide a W-9 for a vendor, cleared check, bank statement or other documentation to determine whether or not the transaction is valid for lodgers' tax. **Note: If cancellation of an event results in a refund of any deposit, this refund must be returned to the City of Hobbs Lodgers' Tax Fund.**

2. The organization requesting Lodgers' Tax funding shall designate a representative to serve in the capacity of spokesperson for that organization. The representative or designee must make all attempts to attend the Lodgers' Tax meeting or City Commission meeting as appropriate when requesting funding to answer questions.
3. All Requests for Proposal's (RFP's) for Lodgers' Tax **annual** funding must be received by **March 18th, 2022**. (This is to include all events to occur during the period indicated above for which your organization is requesting funding.)
4. A proposed budget must be submitted with the RFP for annual Lodgers' Tax funding explaining how fees and other revenues are to be used and include a detailed list of estimated expenses for any and all events on an annual basis.
5. Event Summaries from prior year funding will be required during the annual presentation process. Event summaries should include the number in attendance, the number of overnight stays and the actual revenue and expenditures. **Any unspent funding at the end of the funding cycle (05/01/2022-06/30/2023) will revert back to the City of Hobbs Lodgers' Tax Fund. Expenses will NOT be reimbursed after August 31, 2023.**
6. In addition to the above listed criteria, organizations requesting funding may be asked to provide the following information:

- Proof of non-profit status and copy of last years IRS form 990
- Proof of agency good standing with the NM Corporation Commission
- Proof of Workers-Comp or Liability Insurance Coverage

Advertising not included in the initial request for funding is the RESPONSIBILITY AND OBLIGATION OF THE ORGANIZATION PLACING SUCH ORDER.

I have read and fully understand the above guidelines for the Lodgers' Tax Funding.

Rachel Gallagher
Representative

New Mexico Junior College
Name of Organization

6/28/2024
date

Request for Lodgers' Tax Assistance

Contact Information

| | |
|-----------------|---------------------------|
| Organization | New Mexico Junior College |
| Name of Contact | Rachel Gallagher |
| Address | 5317 Lovington Hwy |
| City, State Zip | Hobbs, NM 88240 |
| Phone#/Fax# | 575-492-2778 |
| email | rgallagher@nmjc.edu |

Event Budget

| Income | | Event 1 | Event 2 | Event 3 | Event 4 | Event 5 | Total |
|-------------------------------------|---------------------------------------|---------|---------|---------|---------|---------|-------|
| | Sponsorships | | | | | | - |
| | Sales | | | | | | - |
| | Donations | | | | | | - |
| | Prior Year Carryover | | | | | | - |
| | Other (please explain) | | | | | | - |
| | Total Income | - | - | - | - | - | - |
| EXPENSE (NON- LODGERS' TAX | | Event 1 | Event 2 | Event 3 | Event 4 | Event 5 | Total |
| | Cost of Sales Items | | | | | | - |
| | Cost of Awards | | | | | | - |
| | Building/Booth Rent | | | | | | - |
| | Advertising | | | | | | - |
| | Printing & Mailing | | | | | | - |
| | Print Media | | | | | | - |
| | Electronic Media | | | | | | - |
| | Misc. _____ (Please explain) _____ | | | | | | - |
| | | | | | | | - |
| | Total NON- LODGERS' Exp. | - | - | - | - | - | - |

NON -
LODGERS'
TAX

Lodgers' Tax Budget Summary

| | Event 1 | Event 2 | Event 3 | Event 4 | Event 5 | Total |
|--|------------------|----------|----------|----------|----------|------------------|
| Printing | 1,150.00 | - | - | - | - | 1,150.00 |
| Print Media | 1,920.00 | - | - | - | - | 1,920.00 |
| Electronic Media | 2,000.00 | - | - | - | - | 2,000.00 |
| Other | 5,000.00 | - | - | - | - | 5,000.00 |
| TOTAL LODGERS' TAX REQ. SUMMARY | 10,070.00 | - | - | - | - | 10,070.00 |

LODGERS'
TAX

Instructions: Please complete all areas of PINK that apply. Lodgers' Tax Budget Summary must reconcile to Event Details

Lodgers' Tax Budget - Event Number 1

Event Information

| | | | |
|---------------|---|--|--|
| Name of Event | NMJC Welcome Back Weekend | | |
| Date | October 4 - 5, 2024 | | |
| Location | New Mexico Junior College and Lea County Event Center | | |
| Description | Welcome Back Weekend is a new two-day event at New Mexico Junior College aimed at bringing Alumni back to campus for a fun-filled weekend. Below is the tentative schedule of this year's activities: Friday, Oct. 4 | | |

| | | | | |
|--------------------------|-----|----------------------|-----|--|
| Expected Attendance | | # of Overnights | | |
| Is this an annual event? | yes | Is this a new event? | yes | |

PRINTING

| PRINTING | | | | | | | | | |
|---|----------|----------|----------|-------------------|----------------------|----------|-------|----------|---|
| Posters (save-the-date) Programs Mailings | Cost | Quantity | Total | Flyers Tickets | Cost | Quantity | Total | | |
| | 3.00 | 50 | 150.00 | | | | 0.00 | | |
| | | | - | | | | - | | |
| | SUBTOTAL | | | | 150.00 | SUBTOTAL | | | - |
| | Cost | Quantity | Total | | | | | | |
| | 1.00 | 1,000 | 1,000.00 | | TOTAL PRINTING COSTS | | | 1,150.00 | |

PRINT MEDIA

| | Name | # of ads | Cost | Total |
|-------------------|------------------|----------|--------|----------|
| Newspaper | Hobs News Sun | 6 | 160.00 | 960.00 |
| | Lovington Leader | 6 | 160.00 | 960.00 |
| | SUBTOTAL | | | 1,920.00 |
| Magazine/Other | Name | # of ads | Cost | Total |
| | | | | - |
| | | | | - |
| | SUBTOTAL | | | - |
| TOTAL PRINT MEDIA | | | | 1,920.00 |

ELECTRONIC MEDIA

| | Name | # of spots | Cost | Total |
|---------------------|------|------------|-------|----------|
| Radio | | 200 | 10.00 | 2,000.00 |
| Television | | | | - |
| | | | | - |
| Social Media | | | | - |
| | | | | - |
| TOTAL ELECTR. MEDIA | | | | 2,000.00 |

OTHER EXPENSE

| | Name | # of item | Cost | Total |
|--|-------------------|-----------|----------|----------|
| Professional Performance Fees | | | | - |
| Sound and Lighting Costs | equipment rentals | 1 | 5,000.00 | 5,000.00 |
| Sanction Fees | | | | - |
| Promotional Items (eg: tshirts, rings, etc.) | | | | - |
| Other: (please list) | | | | - |
| | | | | - |
| | | | | - |
| | | | | - |
| | | | | - |
| TOTAL OTHER EXPENSE | | | | 5,000.00 |

TOTAL REQUEST FOR EVENT 1

10,070.00

Instructions: Please complete all areas of PINK that apply.

United Way
of
Lea County



City of Hobbs
Annual Funding Guidelines
Lodgers' Tax Requests for Proposal (RFP)
from 05/01/2022 - 06/30/2023

The City of Hobbs and the Hobbs City Commission wish to ensure that your events have the greatest chance of success. The following guidelines have been adopted by the City Commission to outline procedures for the annual expenditures of Lodgers' Tax funds.

1. The City of Hobbs is accountable to the City Commission for Lodgers' Tax Funds and is responsible for the placement of any orders involving expenditures of Lodgers' Tax funds. The table below details eligible & non-eligible expenses per Ordinance # 1052

| Eligible | Non-Eligible |
|--|--------------------------------|
| Professional Performance Fees | Administrative Office Overhead |
| Sound and Lighting as Related to Performance | Website Costs |
| Advertising/Promotion Items | Real Property |
| Sanitation | Tangible Property |
| Sanction Fees | |

For internal control purposes of lodgers' tax funds, the organization must provide valid proof of expenditures and contracts. Cash transactions by the organization (eg: cash currency payments to individuals) will not be considered valid. All invoices and contracts must be legible. The Finance Department may ask the organization to provide a W-9 for a vendor, cleared check, bank statement or other documentation to determine whether or not the transaction is valid for lodgers' tax. **Note: If cancellation of an event results in a refund of any deposit, this refund must be returned to the City of Hobbs Lodgers' Tax Fund.**

2. The organization requesting Lodgers' Tax funding shall designate a representative to serve in the capacity of spokesperson for that organization. The representative or designee must make all attempts to attend the Lodgers' Tax meeting or City Commission meeting as appropriate when requesting funding to answer questions.
3. All Requests for Proposal's (RFP's) for Lodgers' Tax **annual** funding must be received by **March 18th, 2022**. (This is to include all events to occur during the period indicated above for which your organization is requesting funding.)
4. A proposed budget must be submitted with the RFP for annual Lodgers' Tax funding explaining how fees and other revenues are to be used and include a detailed list of estimated expenses for any and all events on an annual basis.
5. Event Summaries from prior year funding will be required during the annual presentation process. Event summaries should include the number in attendance, the number of overnight stays and the actual revenue and expenditures. **Any unspent funding at the end of the funding cycle (05/01/2022-06/30/2023) will revert back to the City of Hobbs Lodgers' Tax Fund. Expenses will NOT be reimbursed after August 31, 2023.**
6. In addition to the above listed criteria, organizations requesting funding may be asked to provide the following information:

- Proof of non-profit status and copy of last years IRS form 990
- Proof of agency good standing with the NM Corporation Commission
- Proof of Workers-Comp or Liability Insurance Coverage

Advertising not included in the initial request for funding is the RESPONSIBILITY AND OBLIGATION OF THE ORGANIZATION PLACING SUCH ORDER.

I have read and fully understand the above guidelines for the Lodgers' Tax Funding.

Marcus Sparenberg
Representative

United Way of Lea County
Name of Organization

7/30/2023
date

Request for Lodgers' Tax Assistance
Contact Information

| | |
|-----------------|--------------------------|
| Organization | UNITED WAY OF LEA COUNTY |
| Name of Contact | Brittany Embry |
| Address | 320 N Shipp Suite B |
| City, State Zip | Hobbs, NM 88240 |
| Phone#/Fax# | 575-397-2203 |
| email | campaign@uwolc.org |

Event Budget

| Income | | Event 1 | Event 2 | Event 3 | Event 4 | Event 5 | Total |
|-------------------------------------|---------------------------------------|-----------|---------|---------|---------|---------|-----------|
| | Sponsorships | 10,00.00 | | | | | - |
| | Sales | 10,000.00 | | | | | 10,000.00 |
| | Donations | 5,000.00 | | | | | 5,000.00 |
| | Prior Year Carryover | - | | | | | - |
| | Other (please explain) | | | | | | - |
| | Total Income | 15,000.00 | - | - | - | - | 15,000.00 |
| | | Event 1 | Event 2 | Event 3 | Event 4 | Event 5 | Total |
| EXPENSE (NON- LODGERS' TAX | Cost of Sales Items | - | | | | | - |
| | Cost of Awards | 250.00 | | | | | 250.00 |
| | Building/Booth Rent | - | | | | | - |
| | Advertising | 500.00 | | | | | 500.00 |
| | Printing & Mailing | | | | | | - |
| | Print Media | | | | | | - |
| | Electronic Media | 500.00 | | | | | 500.00 |
| | Misc. _____ (Please explain) _____ | | | | | | - |
| | | | | | | | - |
| | | | | | | | - |
| | Total NON- LODGERS' Exp. | 1,250.00 | - | - | - | - | 1,250.00 |

NON -
LODGERS'
TAX

Lodgers' Tax Budget Summary

| | Event 1 | Event 2 | Event 3 | Event 4 | Event 5 | Total |
|--|-----------------|----------|----------|----------|----------|-----------------|
| Printing | 1,250.00 | - | - | - | - | 1,250.00 |
| Print Media | 900.00 | - | - | - | - | 900.00 |
| Electronic Media | 1,780.00 | - | - | - | - | 1,780.00 |
| Other | 5,900.00 | - | - | - | - | 5,900.00 |
| TOTAL LODGERS' TAX REQ. SUMMARY | 9,830.00 | - | - | - | - | 9,830.00 |

LODGERS'
TAX

Instructions: Please complete all areas of PINK that apply. Lodgers' Tax Budget Summary must reconcile to Event Details

| | |
|--|--|
| <p align="center">Lodgers' Tax Budget - Event Number 1</p> <p align="center">Event Information</p> | |
|--|--|

| | | | | |
|--------------------------|---|----------------------|-------|--|
| Name of Event | United Way Chili Festival | | | |
| Date | 09/27-28/2024 | | | |
| Location | Lea County Event Center | | | |
| Description | United Way is happy to host the Chili Festival. Different businesses and organizations will help raise funds for United Way by purchasing, cooking, and selling their version of the best chili in the southwest. All proceeds will go towards our campaign goal which helps support local non profits in our area. | | | |
| Expected Attendance | 10,000 | # of Overnights | 3,000 | |
| Is this an annual event? | yes | Is this a new event? | no | |

PRINTING

| | | | | | | | |
|-------------------------------------|----------|----------|----------|----------------------|----------|----------|----------|
| Posters (save-the-date) Programs | Cost | Quantity | Total | Flyers Tickets | Cost | Quantity | Total |
| | 1.00 | 500 | 500.00 | | | | 0.00 |
| | 1.50 | 500 | 750.00 | | | | - |
| | SUBTOTAL | | 1,250.00 | | SUBTOTAL | | - |
| | Cost | Quantity | Total | | | | |
| Mailings | | | - | TOTAL PRINTING COSTS | | | 1,250.00 |

| | |
|-------------|--|
| PRINT MEDIA | |
|-------------|--|

| | | | | |
|----------------|-----------------|----------|-------------------|--------|
| Newspaper | Name | # of ads | Cost | Total |
| | UWOLC Chilifest | 3 | 300.00 | 900.00 |
| | | | | - |
| | SUBTOTAL | | | 900.00 |
| Magazine/Other | Name | # of ads | Cost | Total |
| | | | | - |
| | | | | - |
| | | SUBTOTAL | | - |
| | | | TOTAL PRINT MEDIA | 900.00 |

| | |
|------------------|--|
| ELECTRONIC MEDIA | |
|------------------|--|

| | Name | # of spots | Cost | Total |
|--------------|------------------------|------------|---------------------|----------|
| Radio | MTD Radio | 40 | 10.00 | 400.00 |
| | Noalmark | 40 | 12.00 | 480.00 |
| Television | KLMA Radio | 40 | 10.00 | 400.00 |
| | | | | - |
| Social Media | Facebook Sponsored Ads | 1 | 500.00 | 500.00 |
| | | | | - |
| | | | TOTAL ELECTR. MEDIA | 1,780.00 |

| | |
|---------------|--|
| OTHER EXPENSE | |
|---------------|--|

| Name | | # of item | Cost | Total |
|--|--|-----------|----------------------------|-----------------|
| Professional Performance Fees | Local Artist Performance | 3 | 500.00 | 1,500.00 |
| Sound and Lighting Costs | | | | - |
| Sanction Fees | T-Shirts | 200 | 15.00 | 3,000.00 |
| Promotional Items (eg: tshirts, rings, etc.) | Promotional Items (Hats, aprons, fans) | 200 | 7.00 | 1,400.00 |
| Other: (please list) | | | | - |
| | | | | - |
| | | | | - |
| | | | | - |
| | | | | - |
| | | | | - |
| | | | | - |
| | | | TOTAL OTHER EXPENSE | 5,900.00 |

| | |
|----------------------------------|-----------------|
| TOTAL REQUEST FOR EVENT 1 | 9,830.00 |
|----------------------------------|-----------------|

| | |
|----------------------------------|-----------------|
| TOTAL REQUEST FOR EVENT 1 | 9,830.00 |
|----------------------------------|-----------------|

Instructions: Please complete all areas of PINK that apply.

Lea County Center
for the
Arts



City of Hobbs
Annual Funding Guidelines
Lodgers' Tax Requests for Proposal (RFP)
from 05/01/2022 - 06/30/2023

The City of Hobbs and the Hobbs City Commission wish to ensure that your events have the greatest chance of success. The following guidelines have been adopted by the City Commission to outline procedures for the annual expenditures of Lodgers' Tax funds.

1. The City of Hobbs is accountable to the City Commission for Lodgers' Tax Funds and is responsible for the placement of any orders involving expenditures of Lodgers' Tax funds. The table below details eligible & non-eligible expenses per Ordinance # 1052

| Eligible | Non-Eligible |
|--|--------------------------------|
| Professional Performance Fees | Administrative Office Overhead |
| Sound and Lighting as Related to Performance | Website Costs |
| Advertising/Promotion Items | Real Property |
| Sanitation | Tangible Property |
| Sanction Fees | |

For internal control purposes of lodgers' tax funds, the organization must provide valid proof of expenditures and contracts. Cash transactions by the organization (eg: cash currency payments to individuals) will not be considered valid. All invoices and contracts must be legible. The Finance Department may ask the organization to provide a W-9 for a vendor, cleared check, bank statement or other documentation to determine whether or not the transaction is valid for lodgers' tax. **Note: If cancellation of an event results in a refund of any deposit, this refund must be returned to the City of Hobbs Lodgers' Tax Fund.**

2. The organization requesting Lodgers' Tax funding shall designate a representative to serve in the capacity of spokesperson for that organization. The representative or designee must make all attempts to attend the Lodgers' Tax meeting or City Commission meeting as appropriate when requesting funding to answer questions.
3. All Requests for Proposal's (RFP's) for Lodgers' Tax **annual** funding must be received by **March 18th, 2022**. (This is to include all events to occur during the period indicated above for which your organization is requesting funding.)
4. A proposed budget must be submitted with the RFP for annual Lodgers' Tax funding explaining how fees and other revenues are to be used and include a detailed list of estimated expenses for any and all events on an annual basis.
5. Event Summaries from prior year funding will be required during the annual presentation process. Event summaries should include the number in attendance, the number of overnight stays and the actual revenue and expenditures. **Any unspent funding at the end of the funding cycle (05/01/2022-06/30/2023) will revert back to the City of Hobbs Lodgers' Tax Fund. Expenses will NOT be reimbursed after August 31, 2023.**
6. In addition to the above listed criteria, organizations requesting funding may be asked to provide the following information:

- Proof of non-profit status and copy of last years IRS form 990
- Proof of agency good standing with the NM Corporation Commission
- Proof of Workers-Comp or Liability Insurance Coverage

Advertising not included in the initial request for funding is the RESPONSIBILITY AND OBLIGATION OF THE ORGANIZATION PLACING SUCH ORDER.

I have read and fully understand the above guidelines for the Lodgers' Tax Funding.

Brittany Embry
Representative

Lea County Center for the Arts
Name of Organization

2-Jul
date

Request for Lodgers' Tax Assistance
Contact Information

| | |
|-----------------|----------------------------------|
| Organization | Lea County Center for the Arts |
| Name of Contact | David Blackwood & Brittany Embry |
| Address | 122 W Broadway |
| City, State Zip | Hobbs, NM 88240 |
| Phone#/Fax# | 575-397-2787 |
| email | director@uwolc.org |

Event Budget

| | | Event 1 | Event 2 | Event 3 | Event 4 | Event 5 | Total |
|--------|------------------------|------------------|----------|----------|----------|----------|------------------|
| Income | Sponsorships | 10,000.00 | | | | | 10,000.00 |
| | Sales | - | | | | | - |
| | Donations | 20,000.00 | | | | | 20,000.00 |
| | Prior Year Carryover | | | | | | - |
| | Other (please explain) | | | | | | - |
| | Total Income | 30,000.00 | - | - | - | - | 30,000.00 |

| | | Event 1 | Event 2 | Event 3 | Event 4 | Event 5 | Total |
|-------------------------------------|---------------------------------|-----------------|----------|----------|----------|----------|-----------------|
| EXPENSE (NON- LODGERS' TAX | Cost of Sales Items | | | | | | - |
| | Cost of Awards | | | | | | - |
| | Building/Booth Rent | | | | | | - |
| | Advertising | | | | | | - |
| | Printing & Mailing | | | | | | - |
| | Print Media | | | | | | - |
| | Electronic Media | 5,000.00 | | | | | 5,000.00 |
| | Misc. _____ (Please explain) | | | | | | - |
| | | | | | | | - |
| | Total NON- LODGERS' Exp. | 5,000.00 | - | - | - | - | 5,000.00 |

NON -
LODGERS'
TAX

Lodgers' Tax Budget Summary

| | Event 1 | Event 2 | Event 3 | Event 4 | Event 5 | Total |
|--|-----------------|-----------------|-----------------|----------|----------|------------------|
| Printing | 575.00 | 325.00 | 315.00 | - | - | 1,215.00 |
| Print Media | 1,050.00 | 1,050.00 | 700.00 | - | - | 2,800.00 |
| Electronic Media | 1,400.00 | 1,400.00 | 1,400.00 | - | - | 4,200.00 |
| Other | 2,025.00 | 2,465.00 | 2,025.00 | - | - | 6,515.00 |
| TOTAL LODGERS' TAX REQ. SUMMARY | 5,050.00 | 5,240.00 | 4,440.00 | - | - | 14,730.00 |

LODGERS'
TAX

Instructions: Please complete all areas of PINK that apply. Lodgers' Tax Budget Summary must reconcile to Event Details

Lodgers' Tax Budget - Event Number 1

Event Information

| | | | |
|--------------------------|---|----------------------|-----|
| Name of Event | Downtown Sounds " a Night of Culture" | | |
| Date | 8/31/2024 | | |
| Location | Shipp St Plaza | | |
| Description | Downtown Sounds is a vibrant concert series hosted by the Lea County Center for the Arts, celebrating the rich musical heritage and diverse talent of our community. Set against the charming backdrop of downtown, these performances bring together a mix of local artists and renowned musicians | | |
| Expected Attendance | 350 | # of Overnights | 100 |
| Is this an annual event? | Yes | Is this a new event? | No |

PRINTING

| | Cost | Quantity | Total | | Cost | Quantity | Total |
|-------------------------------------|----------|----------|--------|-------------------|----------------------|----------|--------|
| Posters (save-the-date) Programs | 2.50 | 100 | 250.00 | Flyers Tickets | 0.65 | 500 | 325.00 |
| | | | - | | | | - |
| | SUBTOTAL | | 250.00 | | SUBTOTAL | | 325.00 |
| Mailings | Cost | Quantity | Total | | | | |
| | | | - | | TOTAL PRINTING COSTS | | 575.00 |

PRINT MEDIA

| | Name | # of ads | Cost | Total |
|-------------------|-----------------------------------|----------|--------|----------|
| Newspaper | 5x7 Advertisement (Hobbs NewsSun) | 3 | 350.00 | 1,050.00 |
| | | | | - |
| | SUBTOTAL | | | 1,050.00 |
| | Name | # of ads | Cost | Total |
| Magazine/Other | | | | - |
| | | | | - |
| | SUBTOTAL | | | - |
| TOTAL PRINT MEDIA | | | | 1,050.00 |

ELECTRONIC MEDIA

| | Name | # of spots | Cost | Total |
|---------------------|-------------------------|------------|--------|----------|
| Radio | MTD Radio | 45 | 10.00 | 450.00 |
| | Noalmark | 50 | 13.00 | 650.00 |
| Television | | | | - |
| Social Media | | | | - |
| | Sponsored Ads (Monthly) | 2 | 150.00 | 300.00 |
| | | | | - |
| TOTAL ELECTR. MEDIA | | | | 1,400.00 |

OTHER EXPENSE

| | Name | # of item | Cost | Total |
|--|----------|-----------|-------|----------|
| Professional Performance Fees | | | | - |
| Sound and Lighting Costs | | | | - |
| Sanction Fees | | | | - |
| Promotional Items (eg: tshirts, rings, etc.) | T-Shirts | 150 | 13.50 | 2,025.00 |
| Other: (please list) | | | | - |
| | | | | - |
| | | | | - |
| | | | | - |
| | | | | - |
| | | | | - |
| | | | | - |
| TOTAL OTHER EXPENSE | | | | 2,025.00 |

TOTAL REQUEST FOR EVENT 1

5,050.00

Instructions: Please complete all areas of PINK that apply.

Lodgers' Tax Budget - Event Number 2

Event Information

| | | | |
|---------------|---|--|--|
| Name of Event | Downtown Sounds "Saw you at the Pole" | | |
| Date | 9/25/2024 | | |
| Location | Shipp St Plaza | | |
| Description | Saw You at the Pole is a dynamic concert that brings together youth groups from across Lea County for an evening of powerful music. Hosted as part of the Downtown Sounds series by the Lea County Center for the Arts, this special event celebrates the unity and spirit of our young people. | | |

| | | | |
|--------------------------|-----|----------------------|-----|
| Expected Attendance | 500 | # of Overnights | 100 |
| Is this an annual event? | Yes | Is this a new event? | No |

PRINTING

| | Cost | Quantity | Total | | Cost | Quantity | Total |
|-------------------------------------|----------|----------|--------|-------------------|----------------------|----------|-------|
| Posters (save-the-date) Programs | 2.50 | 100 | 250.00 | Flyers Tickets | 0.75 | 100 | 75.00 |
| | | | - | | | | - |
| | SUBTOTAL | | 250.00 | | SUBTOTAL | | 75.00 |
| Mailings | Cost | Quantity | Total | | TOTAL PRINTING COSTS | | |
| | | | - | | 325.00 | | |

PRINT MEDIA

| | Name | # of ads | Cost | Total |
|-------------------|----------------|----------|----------|----------|
| Newspaper | Hobbs News Sun | 3 | 350.00 | 1,050.00 |
| | | | | - |
| | SUBTOTAL | | | 1,050.00 |
| Magazine/Other | Name | # of ads | Cost | Total |
| | | | | - |
| | | | | - |
| | | | SUBTOTAL | - |
| TOTAL PRINT MEDIA | | | | 1,050.00 |

ELECTRONIC MEDIA

| | Name | # of spots | Cost | Total |
|---------------------|-------------------------|------------|--------|----------|
| Radio | MTD Radio | 45 | 10.00 | 450.00 |
| | Noalmark | 50 | 13.00 | 650.00 |
| Television | | | | - |
| | | | | - |
| Social Media | Sponsored Ads (Monthly) | 2 | 150.00 | 300.00 |
| | | | | - |
| TOTAL ELECTR. MEDIA | | | | 1,400.00 |

OTHER EXPENSE

| | Name | # of item | Cost | Total |
|--|-----------|-----------|-------|----------|
| Professional Performance Fees | | | | - |
| Sound and Lighting Costs | | | | - |
| Sanction Fees | Bracelets | 500 | 0.88 | 440.00 |
| Promotional Items (eg: tshirts, rings, etc.) | T-Shirts | 150 | 13.50 | 2,025.00 |
| Other: (please list) | | | | - |
| | | | | - |
| | | | | - |
| | | | | - |
| | | | | - |
| TOTAL OTHER EXPENSE | | | | 2,465.00 |

TOTAL REQUEST FOR EVENT 2

5,240.00

Instructions: Please complete all areas of PINK that apply.

Lodgers' Tax Budget - Event Number 3

Event Information

| | | | |
|---------------|---|--|--|
| Name of Event | Downtown Sounds "Retro Revival" | | |
| Date | 9/25/2024 | | |
| Location | Shipp St Plaza | | |
| Description | Retro Revival, a vibrant journey through the iconic sounds of the past, brought to life by talented local musicians. Part of the Downtown Sounds series by the Lea County Center for the Arts, this concert will transport you back to the '70s, '80s, and '90s with unforgettable hits that defined these decades. | | |

| | | | |
|--------------------------|-----|----------------------|-----|
| Expected Attendance | 500 | # of Overnights | 125 |
| Is this an annual event? | Yes | Is this a new event? | No |

PRINTING

| | Cost | Quantity | Total | | Cost | Quantity | Total |
|-------------------------|----------|----------|--------|----------------------|----------|----------|--------|
| Posters (save-the-date) | 2.50 | 100 | 250.00 | Flyers Tickets | 0.65 | 100 | 65.00 |
| Programs | | | - | | | | - |
| | SUBTOTAL | | 250.00 | | SUBTOTAL | | 65.00 |
| | Cost | Quantity | Total | | | | |
| Mailings | | | - | TOTAL PRINTING COSTS | | | 315.00 |

PRINT MEDIA

| | Name | # of ads | Cost | Total |
|-------------------|----------------|----------|--------|--------|
| Newspaper | Hobbs News Sun | 2 | 350.00 | 700.00 |
| | | | | - |
| | SUBTOTAL | | | 700.00 |
| Magazine/Other | | | | - |
| | | | | - |
| | | SUBTOTAL | | - |
| TOTAL PRINT MEDIA | | | | 700.00 |

ELECTRONIC MEDIA

| | Name | # of spots | Cost | Total |
|---------------------|-------------------------|------------|--------|----------|
| Radio | MTD Radio | 45 | 10.00 | 450.00 |
| | Noalmark | 50 | 13.00 | 650.00 |
| Television | | | | - |
| Social Media | | | | - |
| | Sponsored Ads (Monthly) | 2 | 150.00 | 300.00 |
| TOTAL ELECTR. MEDIA | | | | 1,400.00 |

OTHER EXPENSE

| | Name | # of item | Cost | Total |
|---|----------|-----------|-------|----------|
| Professional Performance Fees | | | | - |
| Sound and Lighting Costs | | | | - |
| Sanction Fees | | | | - |
| Promotional Items (eg: t-shirts, rings, etc.) | T-Shirts | 150 | 13.50 | 2,025.00 |
| Other: (please list) | | | | - |
| | | | | - |
| | | | | - |
| | | | | - |
| | | | | - |
| | | | | - |
| | | | | - |
| TOTAL OTHER EXPENSE | | | | 2,025.00 |

TOTAL REQUEST FOR EVENT 3

4,440.00

Instructions: Please complete all areas of PINK that apply.