

Town of Lake Luzerne Occupancy Tax Application

PO Box 370, Lake Luzerne NY 12846

Applicant: _____

Contact Person: _____

Mailing Address: _____

Daytime Phone: _____ Email Address: _____

Type of Event: Not for Profit _____ For Profit _____ Individual _____

Name of Event: _____

Location of Event: _____ Date of Event: _____

Estimated Attendance: _____ Estimated number of overnight stays: _____

Admission Fee: \$ _____

First Time Applicant: _____ If no, how many years in existence: _____

Date started: _____

Has this event been held in other towns or venues, if so where: _____

Previously Funded with Occupancy Tax: Yes _____ No _____ Amount: _____

Anticipated total cost of event: _____ Amount requested: _____

Amount raised by fund raising _____ or admission/space rented fees: _____

Have you previously run an event: _____ If so where: _____

Please describe your event, program or project and explain how it will promote tourism in Lake Luzerne: _____

(use additional paper if necessary)

- A letter with details on how awards will be used for your event is encouraged along with this application.
- If previously funded, a report on the event with how funds were used, number of people participated and if revenue was brought into the town is required.
- Depending on event, this may be subject to Insurance requirements and/or special permits or licensing.
- There are many applicants requesting funding, so requested amounts may be different than the amount received.