



## **Sports Event Sponsorship Program Post Event Report Checklist**

### **POST EVENT REPORT CHECKLIST**

Post Event Report Form

Event Survey Compiled Results Analysis/Room Night Certification Forms

Promotional Value to Pasco County

List of Reimbursable Expenditures

Paid Invoices Supporting Reimbursable Expenditures

Proof of Advertisements

Invoice for the Total Amount Requested for Reimbursement