

**Town of Yarmouth  
Request for Proposals  
CALENDAR YEAR 2021  
Tourism Fund Special Event/Programs**



**Application Checklist**

- Application Summary (Attachment C)
- Narrative with answers to all five questions
- Marketing Plan (Attachment D)\*
- Complete Budget (Attachment E)\*
- Final Report from last year's event (*if applicable*)
- Required Documentation
  - Tax Determination Letter
  - W9 Form
  - Form PC
  - Annual Corporate Report
  - Form 990

\*Please make sure the expenses on your marketing plan correlate with the marketing expenses listed on your budget.