

INSTRUCTIONS: Please complete Sections A, B, C, and E if you are planning to host an event. Please complete Sections A - E if you are requesting any City Support. Please refer to the Event Check List and Deadlines for additional instructions, due dates, and event timelines.

SECTION A: Event Sponsoring Organization Information

Sponsoring Organization:	Valdez Fish Derbies	
(Financially responsible party & must match certificate of insurance)		
Physical Address:	310 Egan, Suite 209	
Mailing Address:	P.O. Box 1053	
Day Phone:	907-255-4727	
Email Address:	valdezfishderbies.com	
Organization Status:	<input type="checkbox"/> For Profit Will need to submit business license <input checked="" type="checkbox"/> Not for Profit Will need to submit tax exempt documentation <input type="checkbox"/> Community Interest Group (Unorganized)	Check one

Event Contact Person:	Joe Prax
Email Address:	jprax@alaska.net
Cell Phone:	907-831-0058
Event website (if applicable):	www.valdezfishderbies.com

SECTION B: Event Information

Event Name:	Women's Silver Salmon Derby		
What type of event:	<input type="checkbox"/> Run/Walk <input type="checkbox"/> Parade <input type="checkbox"/> Street fair/park festival <input type="checkbox"/> Concert <input type="checkbox"/> Private Party <input checked="" type="checkbox"/> Other (specify)	Check all that apply	
Is this event a reoccurring annual event?	<input checked="" type="checkbox"/> Yes	New Event? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	
Explain:	No changes from 2017		
Event date(s):	August 10 th + 11 th , 2018		
Event location(s):	Valdez Civic Center		
Event Set-up:	August 8, 2018		
Event Tear-down:	August 11 th + 12 th , 2018		

SECTION C: Event Details

1 Please provide event details and activities; include site maps, use of volunteers, safety & crowd control plans, etc. Supply additional documentation labeled EVENT DETAILS if more space is required.

The annual Women's Silver Salmon Derby is held each year at the Valdez Civic Center. The opening ceremony is held on Friday night & the awards banquet is on Saturday evening. The two day event is run by volunteers, Safety and crowd control is handled by board members & the derby coordinator

Expected attendance:	Participants 600	Spectators 0	Total 600
----------------------	------------------	--------------	-----------

What is the targeted demographic(s) of your participants? Women who have a WD dog tag can attend

What is the targeted demographic(s) of your spectators? None / Volunteers

Is this event free to the public to participate in? YES NO

Is this event free to spectators? YES NO

Is this event a fundraiser? YES NO

If fundraiser, who benefits? N/A

Admission/ Event fees:

Do you plan to utilize volunteers? YES NO

2 Will items or services be sold at the event?

YES ← NO

If YES, please explain:

None / except Women's silver Salmon derby hats and shirts.

3

Will there be food at your event?

YES

NO

If YES, will it be sold?

YES

NO

Will vendors be cooking or heating food onsite?

YES

NO

Will it be catered? *No*

By Who: *N/A*

4

Will your event involve the sale or consumption of alcoholic beverages?

YES

NO

If YES, will it be sold?

YES

NO

Will it be catered?

By Who:

You will need to apply for an alcohol waiver to be on any City property. Have you applied for this waiver? *Not yet*

YES

NO

5

Will there be any construction of stages or other improvements, including tents and awnings?

Please describe: *No Construction*

Staging, gobos, tables + chairs

6

What is your clean up plan after the event?

Please Describe:

The event will be cleaned up on both nights by volunteers with assistance by the Derby Coordinator.

7

Please describe your plan for crowd control and event security.

The event will be monitored by the Board of Directors and the door will keep a headcount to make sure that capacity is not exceeded.

8

Please describe your plan for health services and sanitation to include running water, sewer & solid waste.

All health services are provided on site as in past years. Bathroom facilities and potable drinking water.

9

Please describe your plan for emergency services, to include fire and EMS support (or first aid response). Site Safety plan sample attached.

In case of a emergency fire and police will be contacted

10

Please describe your marketing and/or promotional plan for this event. *If City Supported, City of Valdez Logo must be displayed on all marketing material.

The event is marketed throughout the state, Advertising on local + outside radio stations, Promotion also on the valdez derbies website, Promoted at trade shows in Mat-su, Anchorage + Fairbanks each spring.

SECTION D:

City Support of Event

1	Have you read and understand the City's Support Criteria and Restrictions, including required supplemental materials and timelines/deadlines? <p style="text-align: center;"><input checked="" type="radio"/> YES <input type="radio"/> NO</p>
2	Are you requesting City support of the event, by use of facilities, land, amenities, staff, and/or cash? *If NO, please complete SECTION E. You do not need to complete SECTION D. <p style="text-align: center;"><input checked="" type="radio"/> YES <input type="radio"/> NO</p>
3	Have you requested City support for your event in the past? <p style="text-align: center;"><input checked="" type="radio"/> YES <input type="radio"/> NO</p> <p>3.1 If YES, please highlight any differences to this year's request from previous year's request. <i>No changes to the event from 2017</i></p>
4	Briefly describe why your event needs the support of the City. Include the impact to the event if the City were not to provide the requested support. <i>The Valdez Civic Center is the only place that has the space and needed resources for the event. The event would have to be cut by 2/3rds and a smaller location secured.</i>
5	Are you requesting the use of any City Land? 5.1 What is the location and the area of the land requested? (Square Feet, Acres, Square Miles, etc.) <i>No</i> 5.2 Please describe what, if any, alterations will be made to the property. (Only temporary alterations will be considered and all property must be returned to its original condition) <i>None</i>

6 Are you requesting the use of any City Facilities? *Yes*

6.1 Which Facility?

Valdez Civic Center

6.2 Have you already reserved the Facility with the responsible department and paid any reservation fees? *Yes*

City Supported status will **not negate facility rental or user fees.**

We accept + understand

6.3 Please describe the intended use(s) of the facility(ies) requested.

The Civic Center all three ballrooms for the opening ceremony Aug 10th + awards banquet on August 11th

7 Are you requesting the use of any City owned amenities?

7.1 What are you requesting? (include quantities)

- Staging
- tables + chairs
- back drop curtain
- Lift
- Sound equipment

8 Are you requesting the use of any City owned heavy equipment?

8.1 What equipment and for what purpose? *The City will not compete with local commercial service providers in providing requested resources that are available during your event. If your request includes a service that is available from a local commercial service provider, you will be directed to contract with them directly and that specific resource request from the City of Valdez will be denied. (City heavy equipment may only be operated by City Employee operators. If equipment is requested, it is implied that it includes a City operator for the equipment. This request may have limitations as to where the equipment may be used).*

Civic Center Staff sets up the stage, tables + chairs (see attached), Sound + Mic + back drop curtains. No heavy equip. is needed

9 Are you requesting a cash donation from the City to support your event?

9.1 What is the amount of the request? \$0.00

9.2 A detailed, line-item, breakdown of exactly what this funding will be used for is required with the request of a cash donation. Is this documentation attached? N/A

9.3 What is the total event budget? **Provide supporting documentation.** No funding will be considered unless a detailed event budget is attached to this application by the deadline.

9.4 Please provide a detailed description of the need for this funding.

There is no request for funding. Organization is requesting in-kind support as in past year's.

Financial statements may be requested, and may include an audit of the event. Any cash donation from the City must be returned to the City if the necessary budget is not expended in full or the event is cancelled for any reason.

SECTION E: Signature

By signing below, I have read, understand and agree to meet the deadlines/timelines, criteria and restrictions described within this application. I also state that I represent the Event Sponsoring Organization and have the right to sign such agreement on their behalf.

Joe Prax
Printer Name

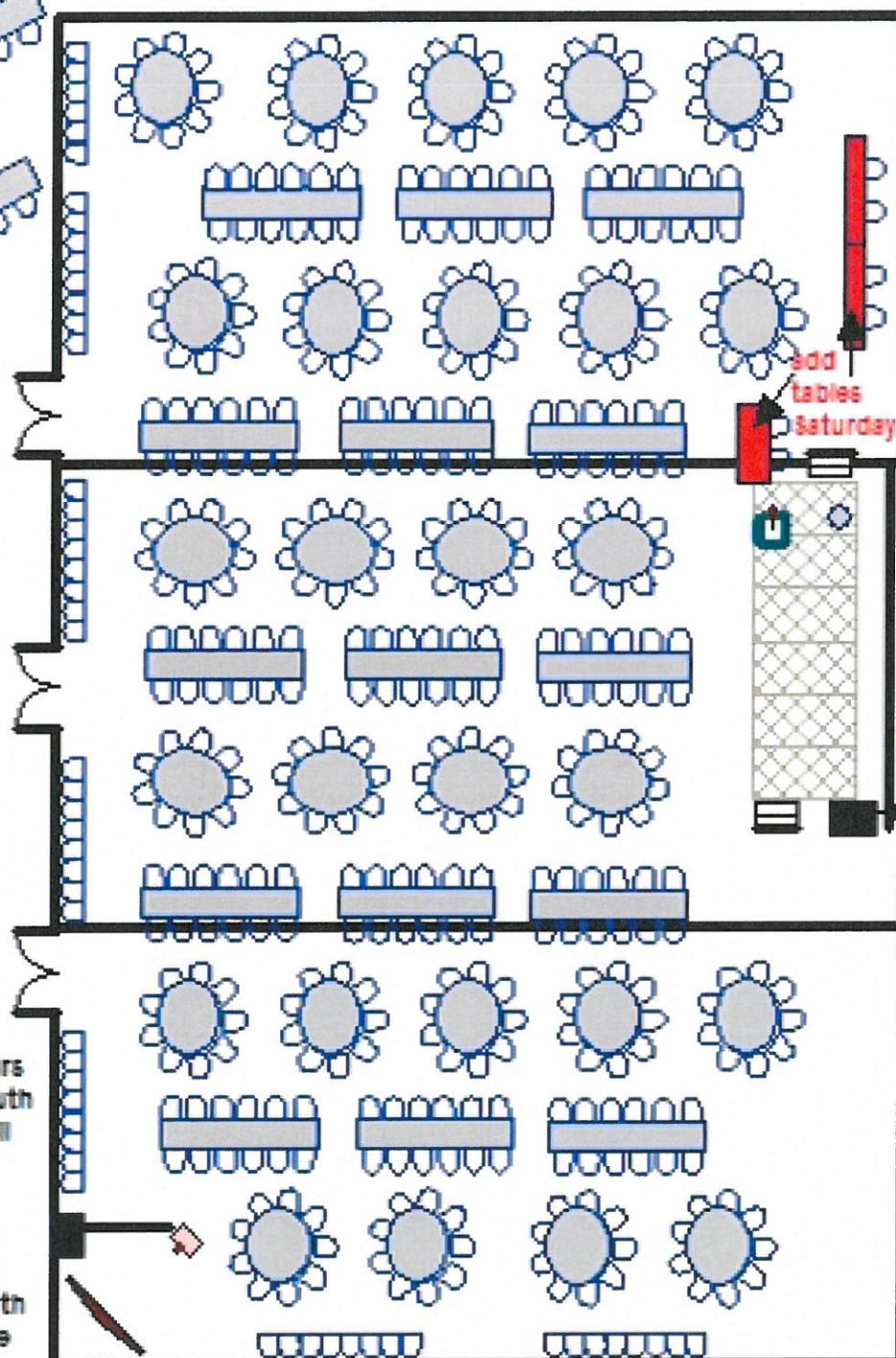
President VFD
Title

Joe Prax
Signature

8/2/17
Date

Valdez Civic Center Ballrooms
Valdez Women's Derby Opening & Closing

3 - 6' rolling tables
in Lobby for
sales & 1 - 6' rolling for
tickets



large rolling
bulletin board

clear out this
part of storage
room

tall
curtain

add
tables
Saturday

stage: 6 pcs.
mid level, lit,
tall curtains
behind, with
lectern & mic
& cocktail
table

sound cart
with
mini-mixer

extra chairs
along south
& east wall

MM Proj
& rolling
screen with
audio line

Seating in room: 477 (ovals of 9) = 59+ stacks
15 - 12' tables & 27 ovals
2 orbits focused on east & west walls
wild shape gobos around room

INTERNAL REVENUE SERVICE
P. O. BOX 2508
CINCINNATI, OH 45201

COPY

DEPARTMENT OF THE TREASURY

Date:

JAN 1 1 2005

VALDEZ FISH DERBIES INC
PO BOX 1053
VALDEZ, AK 99686

Employer Identification Number:
27-0073422

DLN:
604356014

Contact Person:
R. DIZON

ID# 95004

Contact Telephone Number:
(877) 829-5500

Accounting Period Ending:
December 31

Form 990 Required:
Yes

Effective Date of Exemption:
August 8, 2003

Contribution Deductibility:
No

Dear Applicant:

We are pleased to inform you that upon review of your application for tax-exempt status we have determined that you are exempt from Federal income tax under section 501(c)(6) of the Internal Revenue Code. Because this letter could help resolve any questions regarding your exempt status, you should keep it in your permanent records.

Please see enclosed Information for Organizations Exempt Under Sections Other Than 501(c)(3) for some helpful information about your responsibilities as an exempt organization.

Contributions to you are not deductible by donors under section 170(c)(2) of the Code.

You are required under section 6113 to include an express statement (in a conspicuous and easily recognizable format) in any fundraising solicitation (including a solicitation for membership dues payment) that contributions and gifts are not deductible as charitable contributions for Federal income tax purposes. Section 6113 does not apply, however, if your annual gross receipts are normally \$100,000 or less, or if your solicitations are made to no more than ten persons during a calendar year. The law provides penalties for failure to comply with this requirement, unless the failure is due to reasonable cause.

REC'D JAN 1 9 2005

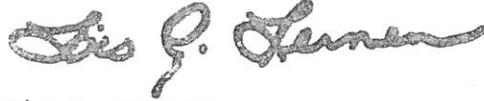
Letter 948 (DO/CG)

COPY

-2-

VALDEZ FISH DERBIES INC

Sincerely,



Lois G. Lerner
Director, Exempt Organizations
Rulings and Agreements

Enclosure: Information for Organizations Exempt Under Sections Other
Than 501(c)(3)

Letter 948 (DO/CG)

VALDEZ FISH DERBIES, INC.
Gaming Profit & Loss Prev Year Comparison
 January through December 2017

	Jan - Dec 17	Jan - Dec 16
Ordinary Income/Expense		
Income		
300 · GAMING INCOME		
301 · Ticket Sales	28,820.00	98,070.00
303 · Interest Income	0.29	2.60
300 · GAMING INCOME - Other	0.00	28,210.00
Total 300 · GAMING INCOME	28,820.29	126,282.60
Total Income	28,820.29	126,282.60
Gross Profit	28,820.29	126,282.60
Expense		
350 · GAMING EXPENSES		
351 · Donations & Contributions	1,900.00	27,704.83
352 · Derby Prizes		
352.1 · Raffle Drawing Prize	0.00	10,000.00
352.2 · Halibut-1st,2nd,3rd,Hullabaloo	1,000.00	23,000.00
352.3 · Silver - 1st,2nd,3rd,Big Friday	500.00	23,000.00
352.4 · Vendor Prizes	0.00	1,000.00
352.5 · Captains' Prizes	0.00	500.00
352.6 · Other Prize Expenses	7,361.02	9,960.70
352.61 · Mailing of Prizes	149.60	262.09
352.7 · Women's Derby Prizes	2,337.50	6,548.89
Total 352 · Derby Prizes	11,348.12	74,271.68
354 · Awards Event Expenses		
354.1 · Silver Salmon Sisterhood Awards	0.00	4,416.62
Total 354 · Awards Event Expenses	0.00	4,416.62
355 · Professional Fees		
355.1 · Accounting	0.00	325.00
Total 355 · Professional Fees	0.00	325.00
357 · Derby Clerk Wages	0.00	1,937.00
358 · Weigh-In Wages	0.00	4,000.00
360 · Bookkeeper Wages	0.00	3,992.19
361 · Payroll Expenses	0.00	611.36
362 · Printing & Copying	6,000.00	12,765.90
363 · Office Supplies	164.19	224.43
364 · Telephone & telecommunications	195.39	364.75
365 · Postage, shipping, delivery	199.12	1,499.91
366 · Weighing & Standings Expense	752.91	2,954.20
367 · Gaming Fees & Taxes	181.00	1,936.30
368 · Promotional Materials	30.00	621.00
369 · Dues & Memberships	125.00	500.00
370 · Vendor & Volunteer Recognition	504.02	1,847.78
371 · Advertising	0.00	514.91
373 · Bank Fees	28.00	36.00
384 · Insurance	1,118.01	1,781.36
Total 350 · GAMING EXPENSES	22,545.76	142,305.22
Total Expense	22,545.76	142,305.22
Net Ordinary Income	6,274.53	(16,022.62)

10:24 AM

08/03/17

Accrual Basis

VALDEZ FISH DERBIES, INC.
Gaming Profit & Loss Prev Year Comparison
January through December 2017

	<u>Jan - Dec 17</u>	<u>Jan - Dec 16</u>
Other Income/Expense		
Other Income		
401 - Reverse Donations to show NET	0.00	27,704.83
Total Other Income	0.00	27,704.83
Net Other Income	0.00	27,704.83
Net Income	<u>6,274.53</u>	<u>11,682.21</u>

VALDEZ FISH DERBIES, INC.
Sponsorship Profit & Loss Prev Year Comparison
 January through December 2017

	Jan - Dec 17	Jan - Dec 16
Ordinary Income/Expense		
Income		
200 · SPONSORSHIP INCOME		
203 · 24K Gold-\$5,000	2,500.00	2,500.00
204 · 18K Gold-\$2,500	14,450.00	13,000.00
205 · 14K Gold - \$2,000	0.00	3,500.00
206 · Silver-\$1,200	7,400.00	6,500.00
207 · Jade-\$600	6,700.00	4,300.00
208 · Copper-\$300	3,450.00	3,485.00
Total 200 · SPONSORSHIP INCOME	34,500.00	33,285.00
209 · OTHER SPONSORSHIP INCOME		
209.1 · Women's Derby Sponsorship	9,050.00	11,530.00
209.2 · Preferred Charter Boat	3,000.00	3,250.00
209 · OTHER SPONSORSHIP INCOME - Other	500.00	0.00
Total 209 · OTHER SPONSORSHIP INCOME	12,550.00	14,780.00
210 · MISCELLANEOUS & DONATION INCOME		
210.1 · Apparel Sales		
210.2 · T-Shirts Short Sleeve	20.00	4,381.49
210.4 · Derby Vests	150.00	0.00
210.5 · VFD Hats	20.00	1,280.00
210.7 · Hoodies	55.00	3,760.00
210.8 · Pint Glass/Hydro	30.00	820.00
210.1 · Apparel Sales - Other	0.00	240.00
Total 210.1 · Apparel Sales	275.00	10,481.49
211 · Interest Income	0.53	146.50
210 · MISCELLANEOUS & DONATION INCOME - Other	4,900.00	101.97
Total 210 · MISCELLANEOUS & DONATION INCOME	5,175.53	10,729.96
212 · SPONSORSHIP INCOME IN-KIND	52,603.00	60,552.91
Total Income	104,828.53	119,347.87
Gross Profit	104,828.53	119,347.87
Expense		
250 · SPONSORSHIP EXPENSES		
251 · Sales Contract Expenses	2,400.00	22,500.00
252 · Business expenses		
252.2 · Taxes - other	0.00	(57.86)
252.3 · Fines, penalties, judgements	0.00	(0.44)
252.4 · Organizational (corp) expenses	3,009.00	834.00
252 · Business expenses - Other	100.00	0.00
Total 252 · Business expenses	3,109.00	775.70
261 · Sponsorship Wages		
261.1 · Coordinator	100.75	656.50
261.2 · Bookkeeper	3,533.25	4,384.06
261.3 · Payroll Expenses, Sponsorship	362.67	441.91
261.4 · Other Wages	0.00	(656.50)
Total 261 · Sponsorship Wages	3,996.67	4,825.97
262 · Printing & copying	0.00	377.50
263 · Office Supplies	193.44	501.35
264 · Telephone & Telecommunications	195.39	364.77
265 · Postage, shipping, delivery	381.71	755.28
270 · Sponsor Recognition	1,195.40	2,355.32

VALDEZ FISH DERBIES, INC.
Sponsorship Profit & Loss Prev Year Comparison
 January through December 2017

	Jan - Dec 17	Jan - Dec 16
271 · ADVERTISING - MARKETING		
273 · Magazine	3,540.00	3,540.00
274 · Newsletters/Maps/Guides	6,621.81	8,981.81
275 · Newspaper	359.00	2,430.00
276 · Radio	5,960.00	15,612.00
277 · Website	3,161.68	4,094.84
279 · Exhibits/Shows		
279.1 · Trade Show Registration	1,990.00	2,045.00
279.2 · Travel Expenses	857.19	796.88
279 · Exhibits/Shows - Other	0.00	35.00
Total 279 · Exhibits/Shows	2,847.19	2,876.88
280 · Women's Derby Advertising	0.00	35.00
282 · Gaming Share Advertising	0.00	(514.91)
Total 271 · ADVERTISING - MARKETING	22,489.68	37,055.62
283 · Other Sponsorship Expenses	0.00	0.00
284 · Bank Fees	18.00	119.14
285 · Insurance	640.26	891.00
286 · IN KIND DONATION USAGE	350.00	60,552.91
287 · Cost of Goods for Sale	3,858.60	11,005.03
288 · Credit Card Fees	0.00	128.49
Total 250 · SPONSORSHIP EXPENSES	38,828.15	142,208.08
Total Expense	38,828.15	142,208.08
Net Ordinary Income	66,000.38	(22,860.21)
Net Income	66,000.38	(22,860.21)