



## **Festival and Event Sponsorship Program Reimbursement Request Form**

**Festival/event name:**

**Date(s) of festival/event:**

**Estimated number of attendees:**

**Final reimbursement amount requested:**

**Share a brief overview of the success of the festival/event based on measurements outlined in the application:**

**Total impressions:**

**Final cost:**

### **Other Items Needed**

- All applicable invoices
- Proof of social media advertising showing the required Greenbrier County CVB banner in the ad.
- Show proof target markets **outside a 50-mile radius.**
- Proof of a backlink to greenbrierwv.com if using a landing page
- Final Social Media reports showing ad placements and **total impressions from all posts.**
- Social Media Schedule

**Report Due Within 60 Days of Festival/ Event Completion**