



DUVAL COUNTY TOURIST DEVELOPMENT COUNCIL GRANT APPLICATION FORM AND INSTRUCTIONS

For consideration by the Duval County Tourist Development Council, please make sure your application is filled out completely and accompanied by the following information:

- Articles of Incorporation (except government entities);
- IRS Form W-9**
- IRS letter of **non-profit tax-exempt status** (Public Charity Status) and as required copy of **current**
 - **IRS Form 990**
 - **State of Florida Certificate of Solicitation of Contributions**
(Registration Requirement of Chapter 496.405, *Florida Statutes*);
- TDC Post-Event Report (Attachment B for previous TDC grantees only);
- Written authorization for AUTHORIZED AGENT to act on behalf of Applicant;
- Organizational outline, including but not limited to names and addresses of each board member and corporate officer (except government entities);
- Sponsorship package for event;
- Complete project event budget including revenue and expenses;
- Complete Marketing and/or Advertising Plan
- Three support documents (letter of recommendation, programs, brochures, media articles, etc.); and
- All written agreements involving media, hotels/motels and venue contracts/leases.

Please submit your application in a format using dividers or tabs for the items outlined above along with this form. When completed, please be sure to mail fifteen (15) fully completed Application Form Packets (**one (1) signed original, fourteen (14) copies, and one (1) ELECTRONIC SUBMISSION COPY** with attachments along with all items on the checklist to:

Annette R. Hastings
Executive Director
Tourist Development Council
117 W. Duval St., Suite 425
Jacksonville, FL 32202
(904) 630-7625
annetteh@coj.net

INCOMPLETE APPLICATIONS WILL BE RETURNED

TDC GRANT GUIDELINES & PROCEDURES

ATTENTION: Pending legislation (see below) may amend criteria and requirements for TDC Grants. Applicants are advised to be mindful of pending changes.

[2018-0472](#) ORD-MC Amend Chapt 70 (Duval County Tourist Dev Council), Sec 70.104 (Powers and Duties), and 70.105 (Administration of Tourist Development Plan, Ord Code; Amend Chapt 666 (Duval County Tourist Dev Plan), Section 666.108 (Tourist Dev Plan), Ord Code; Apv Tourist Dev Council Grant Guidelines; Provide for Codification Instructions. (Hodges) (Introduced by CP Bowman at Request of Duval County TDC) Public Hearing Pursuant to Chapt 166, F.S. & CR 3.601 - 8/14/18

Special Event Grants. Chapter 666.108(b)(5) of the Ordinance Code component shall authorize the Tourist Council to award special event grants to organizations or persons hosting an event in the City or surrounding areas. Any event funded under this component shall have as one of its primary purposes the attraction of tourists to the City as evidenced by the promotion of such event to tourists.

- This component shall be limited to the following grants:
 - **Grant awards for attendance of 25,000 tourists or 10,000 room nights or greater.** The Tourist Council may award grants for special events designed to attract a minimum of 25,000 tourists to the City which grant award may not exceed \$250,000 for any such event.
 - **Grant awards for attendance of 5,000 tourists or greater for events held at publicly owned venues.** The Tourist Council may award grants for special events designed to attract a minimum of 5,000 tourists to the City using publicly owned tourist venues such as the arena, performing arts center, or stadium or at the zoo or eligible museums. Such grant awards may not exceed \$100,000 per event.
- Florida Statute 125.104 Tourist” means a person who participates in trade or recreation activities outside the county of his or her permanent residence or who rents or leases transient accommodations.

The following are requirements to be **provided by the grant recipients**:

- Evidence of growth or increase in tourism to the City
- Evidence of a return on the City's investment
- Evidence of the marketing of City tourist-oriented facilities, attractions, activities

ANY USE OF THE TOURIST DEVELOPMENT TAX DOLLARS MUST HAVE THE PROMOTION AND ADVERTISEMENT OF TOURISM AS ITS PRILMARY PURPOSE

The City of Jacksonville Municipal Code prohibits the advance of City funds in Section 110.112. No advance of City funds shall be made in any case unless authorized by the appropriation concerned or other law. In all cases of contracts for the performance of any service or the delivery of any articles of any description for the use of the City, payment shall not exceed the value of the service rendered or of the articles delivered previously to the payment.

Section 1 PRELIMINARY INFORMATION	
Authorized Agent Name	Alan Verlander
Authorized Agent Title	Founder/CEO
Contact Person Name	Alan Verlander
Contact Person Title	Founder/CEO
Company/Organization	Airstream Ventures
Address	1630 Emerson St.
City	Jacksonville
State	FL
Zip Code	32207
E-mail Address	alan@airstreamventures.com
Work Phone	(904)-412-6070
Home Phone/Cell Phone	(904) 412-6070 FAX (0/)
Event Website	https://www.spartan.com/en/race/detail/4300/overview

Section 2 EVENT INFORMATION	
Event/Project Name	Spartan Race Super, Sprint and Kid's Race
Event/Project Location	WW Ranch Motocross
Is it a Public Owned Venue?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Sponsoring Organization/Name	Airstream Ventures

Event/Project Description	Spartan Race will host three signature obstacle race types over the proposed event weekend. The Super and Kid's race heats began at 7:30 am on Saturday with the last heat start time at 3:00pm. Sprint and Kid race will take place on Sunday with the same schedule.	
Event Date Begins (MM/DD/YY)	02/22/19	
Event Date Ends (MM/DD/YY)	02/24/19	
Is this a non-profit organization?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Tax Code Status	LLC for Profit	
Is this organization tax exempt?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
What is your Federal ID# as it appears on Form W-9?	83-1228681	
If your delegates are exempt from paying hotel occupancy tax, please explain.		
Category (please check one)	<input type="checkbox"/> Convention <input checked="" type="checkbox"/> Professional Sporting Event <input type="checkbox"/> Conference <input checked="" type="checkbox"/> Amateur Sports Event <input type="checkbox"/> Special Event <input type="checkbox"/> Equestrian Center Event <input type="checkbox"/> Festival <input type="checkbox"/> Other	
New Event	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	
Recurring Event	<input type="checkbox"/> YES Number of Years <input checked="" type="checkbox"/> NO	
Signature Event (TDC Approved)	<input type="checkbox"/> YES Number of Years <input checked="" type="checkbox"/> NO (But could turn into a Signature Event)	
Event History Please provide the past five (5) years number of room nights attributable to this convention, conference, or event including: City event held Date/month/year of event Hotel(s) Number of room nights for each Number of attendance of tourist	This event is a new event – a national championship event Last year, Jacksonville hosted a smaller regional event with no broadcasting elements involved April 28-29, 2018 6,881 hotel nights (9,830 nights stayed--VRBO, Condo's, Air BNB, etc...)	
If you have already reserved Duval County hotel rooms, please list hotel(s), number of rooms reserved, total room nights (rooms reserved multiplied by total number of nights), and dates. Also, please attach the contracts from the hotel(s).	Spartan staff is in negotiation on a block of 400 rooms downtown.	
Do contracts include hotel room night rebates? If yes, amount of	<input type="checkbox"/> YES \$ <input checked="" type="checkbox"/> NO	

rebate per room night.	
What is attendance of tourists this event will attract to Duval County?	15,000
How many room nights do you guarantee to bring to Duval County?	7,000
How do you intend to provide a valid count of attendance of tourist and/or room nights at this year's event?	Spartan will partner with Airstream Ventures to develop a microsite with hotel information including a Group Code for participants to use when making hotel reservations. Spartan will ask its participants to take a brief survey about their stay. Spartan collects complete demographic information during the registration process, so we will be able to accurate report where our participants are traveling from outside the area.
Total amount of grant funding being requested from the Tourist Development Council for this event	\$165,000 total \$100,000 – marketing grant (Sec. 4 of TDC ordinance) \$65,000 – special events grant (Sec. 6 of TDC ordinance)
Intended Use of Funds NOTE: Please remember to attach itemized expenditures to be funded by this grant. If funding is for advertising, detail the media and/or publication(s) which will be used Must be approved by Visit Jacksonville.	Event rental and expenses Marketing Facebook Live stream and national broadcast
List ALL other actual or potential city/county/state/federal funding sources for this event including: Visit Jacksonville Visit Florida Florida Sports Foundation Jacksonville City Council Downtown Investment Authority Jacksonville Office of Economic Development JEA JTA Jacksonville Children's Commission City of Jacksonville Office of Special Events/Sports & Entertainment , City of Jacksonville Parks & Recreation Department, Jacksonville Cultural Council, etc.). Do not include grant money from Duval County TDC. <u>Failure to disclose other funding sources will result in denying future TDC funding of events.</u>	Florida Sports Foundation

List ALL other contributors, sponsors, and sources of funding for this event other than the grant money from Duval County or the City of Jacksonville. <u>Failure to disclose other funding sources will result in denying future TDC funding of events.</u>	n/a at this time **Private investors and sponsors will pay for the Spartan Bash on Saturday night to extend room night stays
What additional sources of funding have you sought or intend to seek? <u>Failure to disclose other funding sources will result in denying future TDC funding of events.</u>	Florida Sports Foundation Event Sponsors
List ALL past TDC funding (to include each year with amount requested, amount granted, amount spent, and purpose).	N/A
List media coverage of previous year(s)' event(s) NOTE: Attach clippings or copies of newspaper, magazine, or professional periodicals showing coverage of event(s), which may be beneficial to the TDC in making its decision. Also give a description of television, radio, or other coverage received	See Presentation
If your event is profitable, would you be willing to return all or a portion of the grant to the TDC? Please explain your answer.	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No These grants allow Jacksonville to secure a national championship-level event that brings the national spotlight through the television broadcast and live streaming coverage.

Section 3 BACKGROUND INFORMATION	
What are your target audiences?	Although Spartan events attract people of all ages and backgrounds, our key consumers are men and women between the ages of 22-44
What is your projected attendance (include local participants, out-of-town participants and guests)?	15,000

Section 4 PROJECT/EVENT DETAILS	
In this space, please give details on your project or event so the Tourist Development Council can evaluate the economic impact on the county. Include in your narrative projected numbers of attendees, hotel rooms needed, and restaurant meals to be consumed.	Spartan will host three of its signature obstacle course races: Sprint (3+ miles/20+ obstacles), the Super (8+ miles/ 25+ obstacles), and the Kid's Race (distances & obstacles vary by age). Adult participants can register for elite, competitive or open heats with no pre-qualifications required.
What are your marketing and advertising plans (local, regional, national, and/or international)? <u>Must be approved by Visit Jacksonville</u>	See Attached Visit Jacksonville Approval <input checked="" type="checkbox"/> YES \$ <input type="checkbox"/> NO

Section 5 PROJECT BUDGET RECAP		
Income	\$ 612,500 (Based on 7,000 racers)	
Tourist Development Fund Request	\$ 165,000 (\$100,000 marketing/filming grant, \$65,000 event grant)	
TOTAL REQUEST	\$ 165,000	
Contributors, sponsors and other funding sources (include in-kind) <u>Failure to disclose other funding will result in denying future TDC funding of events.</u>	n/a	\$
		\$
		\$
		\$
		\$
		\$
		\$
TOTAL CONTRIBUTOR/SPONSOR FUNDS	\$ 777,500	
Other income sources (i.e. registration fees, ticket sales, concessions, vendor sales)	Room Night Rebates	\$
		\$
		\$
		\$
		\$
		\$
		\$
TOTAL OTHER INCOME	\$	
TOTAL INCOME	\$ 777,500	

Section 6 EXPENSES		
Please list ALL event expenses and indicate which items will utilize TDC funds	Marketing	= \$ 144,000
	Video Production (ESPN)	= \$ 100,000
	Labor	= \$ 219,077
	Materials and Equipment Expenses	= \$ 127,462
	Variable Costs (insurance, medals, water, racer food etc.)	= \$ 100,270
	Event Services/Misc. Expenses	= \$ 30,334
TOTAL EXPENSES	\$ 721,143	

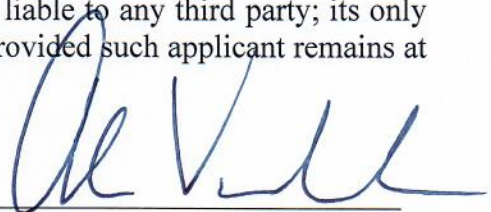
Section 7
CERTIFICATIONS

I have reviewed the GRANT APPLICATION to the Duval County Tourist Development Council. I am in full agreement with the information and certifications contained in this application and its attachments, confirm that such information is true, accurate, and complete, and understand that this application will be rejected, or that the previous acceptance of this application will be withdrawn, should such information or certifications be untrue, incorrect, or incomplete.

I certify that: I am not liable for any unpaid federal, state, or local taxes; no lien is currently filed or claimed against me; and, I have no knowledge of any threatened or pending action, suit, proceeding, inquiry, or investigation, in equity or law, before or by any court, governmental agency, public board or body to which I am a party.

I acknowledge my understanding that the Ordinance Code of the City of Jacksonville prohibits the advance payment of City funds and that all awards of the TDC are for purposes of reimbursement and are conditioned upon the submission of documentation, acceptable to the TDC and in keeping with its reimbursement criteria, evidencing the actual payment of all costs and expenses for which reimbursement is sought.

I further acknowledge my understanding that the TDC in making a grant for special promotions or other purposes does not assume any liability or responsibility for the ultimate financial profitability of the event for which the grant is awarded. The TDC, unless otherwise specifically stated, is only a financial contributor to the event and not a promoter or co-sponsor, and will not guarantee or be responsible or liable for any debts incurred for such event. The TDC is not responsible or liable to any third party; its only obligation is to a successful applicant for grant funds, provided such applicant remains at all times in compliance with all terms of the award.



Signature

ALAN VERLANDER

Type/Print Name

CEO

Title

9/26/18

Date

**AMENDED AND RESTATED ARTICLES OF ORGANIZATION
OF
AIRSTREAM VENTURES, LLC**

This Amended and Restated Articles of Organization of Airstream Ventures, LLC (this "**Amended Articles**") is duly executed and is being filed with the Florida Department of State in accordance with the provisions of Section 605.0202, Florida Statutes. This Amended Articles amends and restates and supersedes in its entirety that certain Electronic Articles of Organization for Florida Limited Liability Company of Airstream Ventures, LLC filed with the Florida Department of State on April 13, 2018 and assigned Florida document number L18000093765. This Amended Articles will be effective upon the date of the filing thereof with the Florida Department of State.

Pursuant to the Florida Revised Limited Liability Company Act, Chapter 605, Florida Statutes, as amended from time to time (the "**Act**"), the following are adopted as the Articles of Organization of the limited liability company organized hereby:

**ARTICLE I
NAME**

The name of this limited liability company (the "**Company**") is Airstream Ventures, LLC.

**ARTICLE II
ADDRESS**

The street and mailing address of the principal office of the Company is:

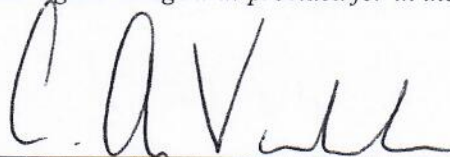
3832-010 Baymeadows Road, #101, Jacksonville, Florida 32217.

**ARTICLE III
REGISTERED AGENT**

The name and street address of the initial registered agent of the Company are:

C. Alan Verlander
3832-010 Baymeadows Road, #101
Jacksonville, Florida 32217.

Having been named as registered agent and to accept service of process for the Company at the place designated in this certificate, I hereby accept the appointment as registered agent and agree to act in this capacity. I further agree to comply with the provisions of all statutes relating to the proper and complete performance of my duties, and I am familiar with and accept the obligations of my position as registered agent as provided for in the Act.



C. ALAN VERLANDER

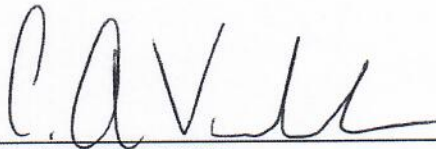
**ARTICLE IV
MANAGEMENT OF COMPANY**

The Company is manager-managed, and the name and address of the manager(s) of the Company are:

C. Alan Verlander
3832-010 Baymeadows Road, #101
Jacksonville, Florida 32217.

The undersigned, an authorized representative of the Company, has executed these Articles of Organization on behalf of the Company in accordance with Section 605.0203 of the Act.

Dated: August 3, 2018.



C. ALAN VERLANDER



Detail by Entity Name

Florida Limited Liability Company
AIRSTREAM VENTURES, LLC

Filing Information

Document Number	L18000093765
FEI/EIN Number	NONE
Date Filed	04/13/2018
State	FL
Status	ACTIVE
Last Event	LC AMENDED AND RESTATED
ARTICLES	
Event Date Filed	08/06/2018
Event Effective Date	NONE

Principal Address

3832-010 BAYMEADOWS RD. #101
JACKSONVILLE, FL 32217

Changed: 08/06/2018

Mailing Address

3832-010 BAYMEADOWS RD. #101
JACKSONVILLE, FL 32217

Changed: 08/06/2018

Registered Agent Name & Address

VERLANDER, C. ALAN
3832-010 BAYMEADOWS RD. #101
JACKSONVILLE, FL 32217

Name Changed: 08/06/2018

Authorized Person(s) Detail

Name & Address

Title MGR

VERLANDER, C. ALAN
3832-010 BAYMEADOWS RD. #101

Annual Reports

No Annual Reports Filed

Document Images

[08/06/2018 -- LC Amended and Restated Art](#)

View image in PDF format

[04/13/2018 -- Florida Limited Liability](#)

View image in PDF format

Request for Taxpayer Identification Number and Certification

Give Form to the requester. Do not send to the IRS.

▶ Go to www.irs.gov/FormW9 for instructions and the latest information.

Print or type. See Specific Instructions on page 3.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank. Airstream Ventures LLC	
2 Business name/disregarded entity name, if different from above	
3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes. <input type="checkbox"/> Individual/sole proprietor or single-member LLC <input type="checkbox"/> C Corporation <input type="checkbox"/> S Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate <input checked="" type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶ P <small>Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.</small> <input type="checkbox"/> Other (see instructions) ▶	4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3): Exempt payee code (if any) _____ Exemption from FATCA reporting code (if any) _____ <small>(Applies to accounts maintained outside the U.S.)</small>
5 Address (number, street, and apt. or suite no.) See instructions. 3832-010 Baymeadows Road, #101	Requester's name and address (optional)
6 City, state, and ZIP code Jacksonville, FL 32217	
7 List account number(s) here (optional)	

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number
or
Employer identification number
83-1228981

Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here	Signature of U.S. person ▶	Date ▶ 9/1/18
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General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See *What is backup withholding*, later.

Alan Verlander

From: Cherie Bortnick <cherieb@spartan.com>
Sent: Thursday, September 27, 2018 11:11 AM
To: Alan Verlander

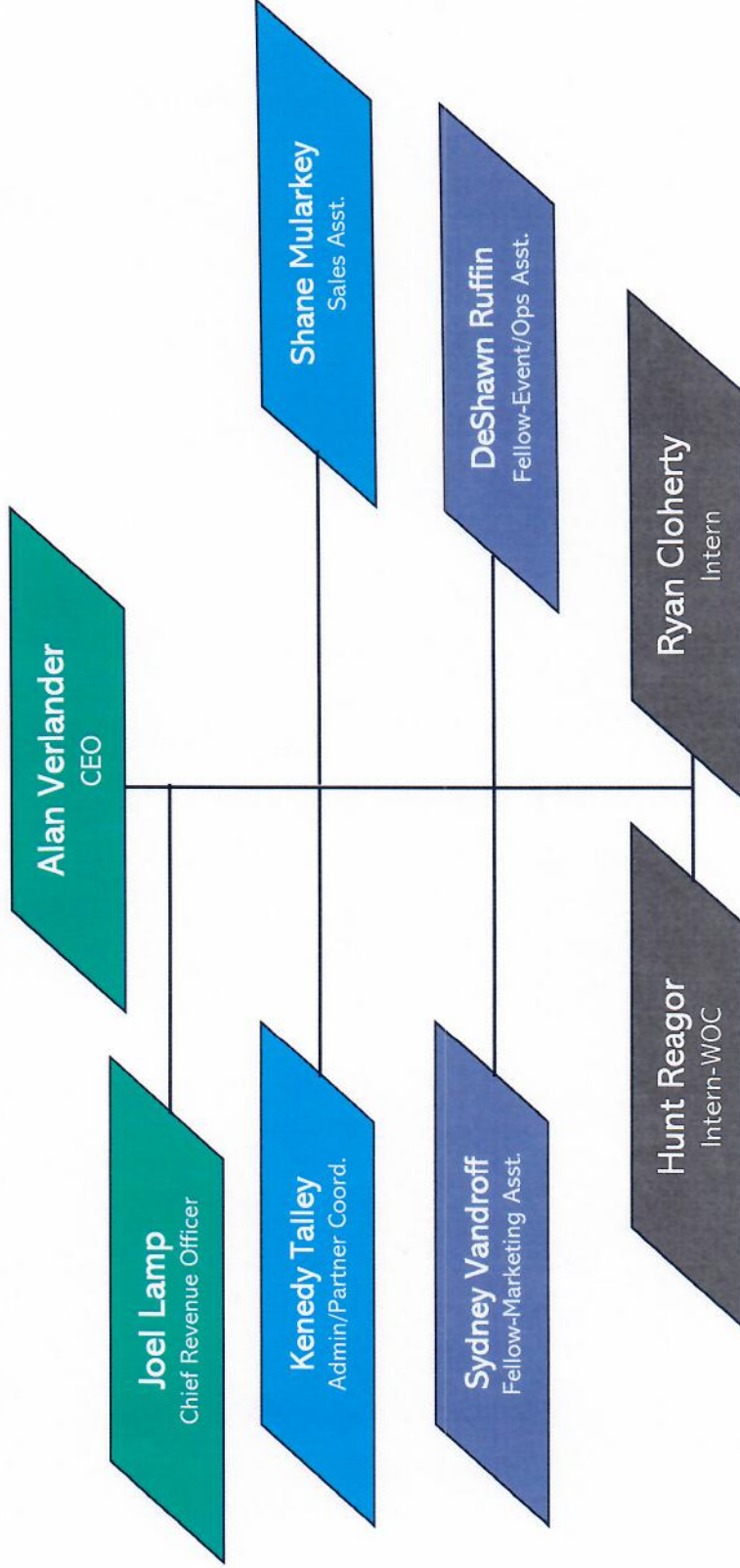
TO: Annette R. Hastings
Executive Director-Duval County TDC

Dear Ms. Hastings,

We are so excited to be bringing a Spartan event back to Jacksonville. We really see Jacksonville as a prime city for the Spartan brand. Spartan has enlisted the services of Airstream Ventures to act as our event management liaison for the February event. Airstream Ventures will be our Authorized Agent and boots on the ground to assist in helping the Spartan brand and race in Jacksonville be showcased to the world.

Sincerely,
Cherie Bortnick
Senior Director of Business Development

Organizational Chart





JACKSONVILLE SPARTAN RACE

WW Motocross Park

Budget - 019

REVENUES

Entries (Based on 7,000 racers--headcount)	\$612,500
Duval County TDC	\$165,000
<i>SubTotal</i>	<i>\$777,500</i>

EXPENSES

Marketing	\$144,000
Video Production	\$100,000
Labor	\$219,077
Materials and Equipment	\$127,462
Variable Costs (insurance, medals, water, racer food)	\$100,270
Event Services/Misc.	\$30,334
<i>SubTotal</i>	<i>\$721,143</i>

TOTAL	\$ 56,357
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