



2021 Ocean County Tourism

CHECKLIST- Submit for payment if awarded grant

Return the Checklist below with your paperwork by December 1, 2021:

- Signed Ocean County Payment Form (White form sent AFTER grant award notification)
- Paid Invoices in the name of the grant recipient for AT LEAST twice the total amount of the awarded grant funding
- Documentation proof of use of the REQUIRED LOGO, WEBSITE ADDRESS (www.OceanCountyTourism.com) and VERBIAGE (copies of ads, web pages, materials, commercials, etc)

Name of Organization _____

If grant is for event, enter date of event, _____ Today's Date _____

Amount of Grant \$ _____

Total of Bills to be Submitted \$ _____
(must be twice the amount of the grant)

Contact Person, for questions: _____ Day Phone () _____

E-mail Address _____

**2021 Ocean County Tourism Grant
CHECKLIST**

NAME OF ORGANIZATION: _____

DATE GRANT INVOICES SUBMITTED: _____

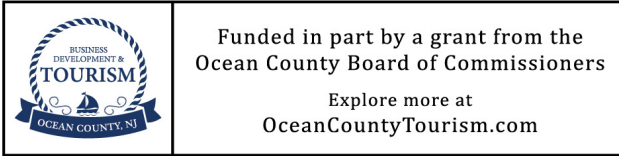
AMOUNT OF GRANT AWARDED: _____

TOTAL AMOUNT OF INVOICES: _____

| Amt of invoices | Description | Seal | www | Funded by | Checks |
|-----------------|-------------|-------|-------|-----------|--------|
| _____ | _____ | _____ | _____ | _____ | _____ |
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| _____ | _____ | _____ | _____ | _____ | _____ |

Minimum Size Requirements For Use Of Grant Logo

W: 200 px



H: 50 px

W: 115 px



H: 100 px

Funded in part by a grant from the
Ocean County Board of Commissioners
Explore more at
OceanCountyTourism.com



H: 50 px



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H: 50 px

REQUIRED LOGO OR VOICEOVER VERBIAGE

Print, Website or TV Advertising must feature the complete logo as provided. Logo must be READABLE and no smaller than minimum size requirement indicated. Radio and Video Advertising will only be approved if voiceover contains "Funded in Part by a Grant from the Ocean County Board of Commissioners" and "Explore More at OceanCountyTourism.com" Proof must be submitted digitally through email, DVD or CD

Tourism LOGO and verbiage above cannot appear smaller than sizes indicated above. The above version of the logo must be used, older versions will not qualify.

**USE of ALL LOGO Elements MUST be Included to Qualify,
with the two following exceptions only:**

- **RADIO ADS/VIDEO:** in which case the following verbiage is required:
"Funded in part by a Grant from the Ocean County Board of Commissioners.
Explore MORE at OceanCountyTourism.com "
- **SOCIAL MEDIA ADS:** the tourism seal itself will qualify without the required verbiage ONLY when used for banner ads on social media. However, the webpage that ad is linked to must include the tourism seal plus required verbiage above to be approved.

***Submit all paperwork and final grant fulfillment report to
Patricia Rutkowski
Ocean County Department of Business Development and Tourism
101 Hooper Avenue, Room 109
Toms River, NJ 08754***

Thank you for your support of Tourism in Ocean County!

LOAD YOUR EVENTS: Help US help YOU!

We want to include your tourism event on our website Calendar of Events. We invite you to register for a login and password at www.oceancountytourism.com. Please see the "Sign Up" link at the top corner of our HOME page and follow the instructions to submit your event(s) for our calendar. You are welcome to submit ALL of your tourism-based events throughout the year. We draw from our website calendar to populate our "Weekly Event Highlights" Newsletter which is emailed, posted on social media and linked weekly on our website. We also use our event calendar to provide lists of events for the NJ State Tourism calendar, other tourism outlets, monthly event brochures, LIVE radio announcements and multi-media marketing. For personal assistance on the event loading process, contact our office at 732-929-2000.

If any of the details involving your event change, contact the Ocean County Business Development and Tourism Department immediately since the event may be listed in the Ocean County Calendar of Events and distributed through our various communication outlets. We are happy to help notify of cancellations and other changes if we have the information.