



**Marketing Matching Sponsorship  
Program  
Post Event Report Checklist**

**POST EVENT REPORT CHECKLIST**

Post Event Report Form

Event Survey Compiled Results Analysis/Room Night Certification Forms

Promotional Value to Pasco County

List of Reimbursable Expenditures

Paid Invoices Supporting Reimbursable Expenditures

Proof of Advertisements

Invoice for the Total Amount Requested for Reimbursement