



Tourism Committee Post Event Report

Please complete both pages, sign and submit to Osage County Tourism Committee (OCTC)

1. The completion and submission of this form is necessary to be considered for future funding.
2. Submit completed form to the Osage County Tourism Executive Director at VisitTheOsage@gmail.com no later than 30 days following the event date.

Name of Organization _____ Contact Person _____

Phone _____ Organization Address _____

Email _____ Website _____

Name of event: _____

Date(s) of Event _____ Location of event _____

Total Attendance (head count) at event: _____

If a multiple day event, what day had peak attendance? _____ How many attendees this day? _____

Please fill out below to the best of your knowledge.

Demographics of Attendees:

Zip Codes in Attendance: _____

States Represented: _____

Oklahoma Cities Represented: _____

Osage County Lodging booked for event: Put the number of rooms that were booked each night of the event.

Sun	Mon	Tues	Wed	Thu	Fri	Sat

Total number of room nights: _____ (add all together)

Overall Evaluation of Event or additional information of event’s success in achieving intended results:

Marketing and Advertising Exposure: Attach the media coverage plan you used for the promotion of the event.

Organization Representative Signature _____

Date _____

Submit Post-Event Report form to:
Kelly Bland, Executive Director
Cell: 918.210.9788
Email: visittheosage@gmail.com

Please note: Future funding will be based upon attendance numbers from this event. It is our desire to see your events grow and attract tourists in keeping with our mission to promote tourism in Osage County, Oklahoma.

