



Becky Vires
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MEMORANDUM

TO: Applicants for Greenville County Accommodations Tax Funding

FROM: Becky Vires, Procurement Services Division *BV*

RE: Applications for Fiscal Year 2019-2020 Funding – Accommodations Tax

DATE: November 9, 2018

Dear Prospective Applicant:

Enclosed are documents relating to the FY2019-2020 Accommodations Tax funding year application process. We are providing the following for your convenience should you and your agency desire to apply for Greenville County Accommodations Tax funding.

- Application Instructions for FY2019-2020
- County of Greenville Guidelines for Accommodations Tax, as approved by County Council
- Application for Funding for FY2019-2020
- Committee Assessment Form
- 2018 (Rev 10-18) W9 Form

Please read all of this material carefully as it contains critical information regarding the new funding cycle. The **original** and eight (8) copies of your application should be **three-hole punched**. Your completed application must reach the Procurement Services office no later than **5:00 P.M. on Friday, February 1, 2019**. Please deliver or mail to the following address:

County of Greenville
Procurement Services Division
301 University Ridge, Suite 100
Greenville, SC 29601

Please do not hesitate to contact me if you have questions.

Enclosures (4)