

AGENDA ITEM FOR ADMINISTRATIVE MEETING

() Discussion only
(X) Action

FROM (DEPT/ DIVISION): Douglas R. Olsen
County Counsel

SUBJECT: Fair Payable – Advertising

<p>Background: Approval is requested to pay for costs for advertising and marketing for 2024 fair entertainment. The payable is before the Board due to the amount.</p>	<p>Requested Action: Approve payment to NW Events & Marketing in the amount of \$9,612.35</p>
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ATTACHMENTS: Payable

*****For Internal Use Only*****

Checkoffs:

- () Dept. Head (copy)
- () Budget (copy)
- () Fiscal
- (X) Legal (copy)
- () (Other - List:)

To be notified of Meeting:

Needed at Meeting:

Scheduled for meeting on: September 4, 2024

Action taken:

UMATILLA COUNTY PAYMENT REQUEST

PEID - AC	5913-01
NAME	NW Events & Marketing
ADDRESS	Tom Fohn
ADDRESS	2421 Crestmont Circle S
CITY, STATE, ZIP	Salem, OR 97032

AUTHORIZATION-APPROVAL

DEPARTMENT	SIGNATURE	DATE PAID
EXEC ASST	DATE - ATTACH APPROVAL	
BOARD	DATE - ATTACH APPROVAL	CHECK NUMBER
SUBMITTED	8/19/2024	

AMOUNT	ACCOUNT #	DESCRIPTION	INVOICE NUMBER	INVOICE TOTAL	INVOICE DATE	FINANCE CODES
\$ 749.77	40420-530031	Reimbursement for backstage food and supplies	2024MainStage	749.77	08/19/24	
\$ 8,862.58	40420-560013	Graphic design for concert print ads and entire concert marketing campaign, social media and spotify etc...	24-149	8,862.58	07/30/24	
\$ -						

\$ 9,612.35 PAGE TOTAL: Office Use: Pretravel Auth rec: _____ Contract Reviewed: _____ Routine: _____
 \$ 9,612.35 GRAND TOTAL: Office Use: Tax ID Reviewed: _____ Quotes: _____ Bids: _____

INVOICE



DATE **INVOICE #**
7/30/2024 24-149

BILL TO:

Umatilla County Fair
Attention: Angie McNalley
Fair Manager
1705 E Airport Rd
Hermiston, OR 97838

DESCRIPTION: Support Artist Fee Reimbursement	AMOUNT
Asset Creation & Management	\$3,000.00
Ad Spend - Concerts (Meta)	\$3,000.00
Ad Spend—Fair (Meta)	\$1,500.00
Audio spot Creation (Theory of a Deadman) - Tour Design	\$480.00
Ad Spend - Spotify	\$882.58
TOTAL DUE	\$8,862.58

Please remit payment to:

Northwest Events & Marketing, Inc.
2421 Crestmont Cir S
Salem, OR 97302
Phone: 503.763.1944
FED ID # 20-4131803

Zane Expenses 2024 UCF

<u>LOCATION</u>	<u>Description</u>	<u>Artist</u>	<u>Date</u>	<u>Other Notes</u>	<u>Total</u>
AMAZON	Blk Hand Towels	ALL	8.3.24		\$71.98
Walmart	Pecos dry hospitality	Pecos	8.6.24		\$124.31
Walmart	KM dry hospitality	Kameron Marlowe	8.6.24		\$59.20
Walmart	TOAD dry hospitality	Theory of a Deadman	8.6.24		\$63.42
Walmart	Pecos fresh hospo	Pecos	8.7.24		\$7.08
Walmart	KM fresh hospo	Kameron Marlowe	8.8.24		\$71.68
Safeway	KM fresh hospo	Kameron Marlowe	8.8.24		\$14.57
Big Lots	KM DOS hospo	Kameron Marlowe	8.8.24		\$35.91
Safeway	KM DOS hospo	Kameron Marlowe	8.8.24		\$234.37
Walmart	TOAD fresh hospo	Theory of a Deadman	8.9.24		\$67.25
Total					\$749.77

Signed: _____
 Name: _____
 Date: _____

<u>LOCATION</u>	<u>Description</u>	<u>Artist</u>	<u>Date</u>	<u>Other Notes</u>	<u>Total</u>

To Reimburse: NEMI
 Grand Total \$749.77