

Print

Tourism Sponsorship application - Submission #141

Date Submitted: 3/30/2018

Title of Project*

Arts on the Flyway 2018

Grant Cycle*

Spring 2018

Funds Requested*

2,500.00

Organization Applying*

Discover Klamath Visitor and Convention Bureau

Contact Person*

Jim Chadderdon

Phone Number*

541.882.1501

Email address*

jim@meetmeinklamath.com

Website (if applicable)

www.artsontheflyway.com

Address

205 Riverside Drive, Suite B

City

Klamath Falls

State

OR

Zip Code

97601

Are you or is anyone in your organization an employee of Klamath County Government or a relative or an employee of Klamath County Government?

yes/no*

no



If yes, please enter name

Name

Are you or is anyone in your organization affiliated with or a relative of the Klamath County Tourism Review Committee?

yes/no*

no

If yes, please enter name

Name

Description of project including activities, date, time and location*

Arts on the Flyway is a downtown Klamath Falls arts and music festival whose purpose is to engage families and children by promoting and presenting visual and performing artists Saturday, September 22, 2018. Arts on the Flyway seeks to connect people of the Basin to their community, arts and people in surrounding areas. Arts on the Flyway is a collaboration of several organizations in Klamath Falls working together to successfully implement this festival, now in its third year.

Goals*

This project is in the third year of a very successful festival. In 2018, the collaborators are seeking to build on the first and second years of success. Arts on the Flyway focuses on the visual and performing arts in a number of ways: 1. Provide visitors to Klamath Falls with a unique arts and cultural experience that highlights our local culture, community and values. 2. Offer children and adults visual arts activities that allow them to engage in creating their own artistic pieces both through workshops and at the event itself, including a Chalk Art Contest. 3. Highlight area performing artists. 4. Feature artists creating works that showcase the Klamath Basin's indigenous wildlife and natural resources. 5. Create a sense of community connection through the arts. 6. Facilitate community promotion through collaborative marketing strategies of the planning team. 7. Promote the festival in the Rogue Valley and Northern California to bring visitors to Klamath County to enjoy our own unique flavor of visual, culinary and performing arts. We expect to bring at least 3,000 children and adults to downtown Klamath Falls to celebrate and honor the diversity of the Klamath Basin's cultural offerings. Of this group, we expect 10% to be from outside Klamath County. We will position the festival to encourage overnight stays. We will work with local hotels to offer discounts on lodging and market this on our website, which is widely marketed on all materials.

How many out of county visitors do you expect to attract? How will you track the number of out of county visitors versus the number of locals?

Team*

Arts on the Flyway is planned and managed by an extremely qualified group of organizations: Discover Klamath, Klamath Falls Downtown Association, Oregon Tech, Favell Museum, and Klamath Art Association. Discover Klamath has a very successful record over the past several years in marketing Klamath County, as well as running the successful Ride the Rim event. Klamath Falls Downtown Association organizes and manages Third Thursdays, which a multi-month series of downtown festivals. Oregon Tech organizes and manages multiple events throughout the year. Favell Museum and Klamath Art Association each has extensive experience in working with visual artists and helping with their needs, such as the Favell Museum Art Show and Sale.

Describe your organization/project management team. How are these individuals qualified to lead this project?

Experience*

As stated in the previous question, the management team planning Arts on the Flyway have successful experiences and knowledge of running festivals or events, as well as programming needed to make Arts on the Flyway as successful event. This is also the third year for Arts on the Flyway and the previous two years have been a success with these organization planning the event.

Describe your team's experience in operating past or similar projects

County credit*

Arts on the Flyway will give credit to Klamath County in all marketing materials and event materials where appropriate. In some cases, credit to Klamath County does not quite make sense; Social Media marketing does not allow enough space and/or credit makes the information look like an ad and detracts from the original purpose of the marketing efforts.

How will you give credit to Klamath County for it's support in your event or project?

Timeline*

Social Media Ads: June-September
 Jefferson Journal (JPR) Full Page Ad: May/Jun and Jul/Aug Issues
 Jefferson Backroads Full Page Ad: July and August
 Herald and News Ad: September
 Poster: July-September
 School Flyers in County and City Schools: September
 Will submit the event listing to multiple websites: June-July
 Will submit event listing to Southern Oregon Magazine: August
 Event listing and Ad on Discover Klamath website: April-September

Provide a timeline of your marketing efforts leading up to the event or project including out of county marketing.

Target Market*

Arts on the Flyway targets 1) families engaging with visual artists and performances, 2) festival goers (often millennials or genXers who identify as connected to arts and culture) within a drive's distance in the Rogue Valley, Redding, Shasta and surrounding areas, 3) individuals interested in chalk art and contests, and 4) visitors over 50 years of age who have discretionary income to purchase art at artists booths and Favell Museum.

Describe your target market/audience

Measurability*

Attendance will be measured through visitor counts at the Favell Museum and Klamath Art Gallery, website hits on the Arts on the Flyway website, sign-ups for workshops, a survey administered through Oregon Tech or volunteers at the event, and an interactive map attendees can place a pin on at the event.

How will you measure attendance in drawing out of county visitors to the project? Examples: Hotel Rate code, Ticket Sales, Trail Counts (be specific).

Sponsors*

We plan to secure a minimum of \$6,000 in sponsorships by first starting with those who sponsored us last year and asking them to sponsor the event again. We will then seek other sponsorships to meet our goal.
Sponsors we will reach out to are: Coldwell Banker, Diamond Home Improvement, Oregon Tech, Bealls, Fred Meyer, Bell Hardware, Henri's Roofing, ZCS Engineering and Sherm's Thunderbird.
Our current Partners are: Klamath Falls Downtown Association, Klamath Art Association, Favell Museum, Oregon Tech and Discover Klamath.

List your potential sponsors and partners and how they contribute to the event or project.

Flexibility*

If this project is not funded or funded fully, we will eliminate or decrease the amount of marketing to our target audience. With a decreased amount of marketing we would likely not experience an increase in event participation and potentially have less stays/extended stays.

If your organization is not awarded full funding, how would you modify your plans?

Required supporting documents*

AOTF 2018 Grant Supporting Documents.pdf

***Proof of federal tax id (if one is issued, do not upload docs for SSN)

***Entity's W-9 form (omit SSN) ***Grant Budget - Use the grant budget template provided ***Support letters - All entities are required to obtain support from 3 businesses/organizations ***If your grant project involves signage of any kind, you are required to gather and submit letters from all required local, regional or state sign authorities involved demonstrating approval to place signage on their land/property during the timeframe of the grant ***Marketing type projects - If producing collateral you must describe your distribution plan, including budgeted costs ***If your grant project involves infrastructure development/construction you must include plan drawings and approval from permitting authorities if required locally

Insurance Requirements

Insurance Acord 25-S with County required minimums, Klamath County as additional insured, additional insured endorsement, proof of workers comp and auto coverage (if needed). If no employees or autos will be used for grant fulfillment, a document on letterhead stating no employees or autos will be used for grant fulfillment must be submitted.

Electronic Signature Agreement*

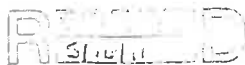
By checking the "I agree" box below, you agree and acknowledge that 1) your application will not be signed in the sense of a traditional paper document, 2) by signing in this alternate manner, you authorize your electronic signature to be valid and binding upon you to the same force and effect as a handwritten signature, and 3) you may still be required to provide a traditional signature at a later date.

I agree.

Electronic Signature*

Jim Chadderdon

INTERNAL REVENUE SERVICE
P. O. BOX 2508
CINCINNATI, OH 45201



DEPARTMENT OF THE TREASURY

Date: **MAY 10 2011**

DISCOVER KLAMATH VISITOR &
CONVENTION BUREAU
205 RIVERSIDE DR STE B
KLAMATH FALLS, OR 97601

Employer Identification Number:
26-4038270
DLN:
17053286304030
Contact Person:
JAMIE N HEITBRINK ID# 31644
Contact Telephone Number:
(877) 829-5500
Accounting Period Ending:
December 31
Public Charity Status:
170(b)(1)(A)(vi)
Form 990 Required:
Yes
Effective Date of Exemption:
January 21, 2009
Contribution Deductibility:
Yes
Addendum Applies:
No

Dear Applicant:

We are pleased to inform you that upon review of your application for tax exempt status we have determined that you are exempt from Federal income tax under section 501(c)(3) of the Internal Revenue Code. Contributions to you are deductible under section 170 of the Code. You are also qualified to receive tax deductible bequests, devises, transfers or gifts under section 2055, 2106 or 2522 of the Code. Because this letter could help resolve any questions regarding your exempt status, you should keep it in your permanent records.

Organizations exempt under section 501(c)(3) of the Code are further classified as either public charities or private foundations. We determined that you are a public charity under the Code section(s) listed in the heading of this letter.

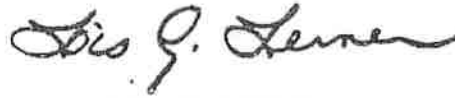
Please see enclosed Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, for some helpful information about your responsibilities as an exempt organization.

Letter 947 (D0/CG)

DISCOVER KLAMATH VISITOR &

We have sent a copy of this letter to your representative as indicated in your power of attorney.

Sincerely,

A handwritten signature in cursive script that reads "Lois G. Lerner".

Lois G. Lerner
Director, Exempt Organizations

Enclosure: Publication 4221-PC

Request for Taxpayer Identification Number and Certification

**Give Form to the
 requester. Do not
 send to the IRS.**

Print or type
 See Specific Instructions on page 2.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank. Discover Klamath Visitor & Convention Bureau	
2 Business name/disregarded entity name, if different from above	
3 Check appropriate box for federal tax classification; check only one of the following seven boxes: <input type="checkbox"/> Individual/sole proprietor or single-member LLC <input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=partnership) ▶ _____ Note. For a single-member LLC that is disregarded, do not check LLC; check the appropriate box in the line above for the tax classification of the single-member owner. <input checked="" type="checkbox"/> Other (see instructions) ▶ 501(c)(3) non-profit	4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3): Exempt payee code (if any) _____ Exemption from FATCA reporting code (if any) _____ (Applies to accounts maintained outside the U.S.)
5 Address (number, street, and apt. or suite no.) 205 Riverside Drive Suite B	Requester's name and address (optional)
6 City, state, and ZIP code Klamath Falls, OR 97601	
7 List account number(s) here (optional)	

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

Note. If the account is in more than one name, see the instructions for line 1 and the chart on page 4 for guidelines on whose number to enter.

Social security number											
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or											
Employer identification number											
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2	6	-	4	0	3	8	2	7	0		

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions on page 3.

Sign Here Signature of U.S. person ▶ *Jan Chadderton*

Date ▶ **MARCH 22, 2018**

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. Information about developments affecting Form W-9 (such as legislation enacted after we release it) is at www.irs.gov/fw9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following:

- Form 1099-INT (interest earned or paid)
- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)

- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding? on page 2.

By signing the filled-out form, you:

1. Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),
2. Certify that you are not subject to backup withholding, or
3. Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income, and
4. Certify that FATCA code(s) entered on this form (if any) indicating that you are exempt from the FATCA reporting, is correct. See *What is FATCA reporting?* on page 2 for further information.

**Discover Klamath VCB
Arts on the Flyway 2018**

INCOME

	BUDGET		Actual	
	Cash	In-Kind	Cash	In-Kind
<i>Klamath County Matching Grant</i>	\$ 2,500.00			
OTHER INCOME				
Sponsors	\$ 6,000.00			
Workshop Teachers	\$ 1,000.00			
Vendors	\$ 1,000.00			
SUB TOTAL INCOME	\$ 10,500.00	\$0.00	\$0.00	\$0.00
TOTAL INCOME	\$10,500.00		\$0.00	

EXPENSES

LINE ITEM		BUDGET		Actual	
		Cash	In-Kind	Cash	In-Kind
1	Marketing	\$ 2,959.00			
2	Workshops				
3	Collateral	\$ 100.00			
4	Event Infrastructure Costs	\$ 4,570.00			
5	In-Kind Donations Expected		\$ 3,650.00		
6	Web Updates	\$ 300.00			
	SUB TOTAL EXPENSES	\$ 7,929.00	\$ 3,650.00	\$0.00	\$0.00
	TOTAL EXPENSES	\$ 11,579.00		\$0.00	

COMPLETE "BUDGET" COLUMNS (C & D) ONLY FOR APPLICATION. LEAVE "ACTUAL" COLUMNS BLANK.

2017-18 Officers

Theresa Silver
Board Chair

Janine Henry
Vice-Chair

George Rogers
Treasurer

Josie Hudspeth
Secretary

2017-18 Directors

Todd Christian
At-Large

Rhonda Frakes
Ragland Guild

Bernice Hantzmon
At-Large

Mary Hurley
At-Large

Jeanne LaHaie
At-Large

Janet Larson
At-Large

Kate Marquez
Rife Endowment

Molly O'Keefe
At-Large

Pam Olsen
At-Large

Jean Pinniger
Member Emerita

Amanda Squibb
At-Large

Joan Staunton
Member Emerita

Joe Wall
At-Large

Executive Director
Mark R. McCrary

March 20, 2018

Grant Review Committee
Klamath County Tourism
305 Main Street
Klamath Falls, OR 97601

Dear Review Committee:

I write this letter for Arts on the Flyway to encourage your support of this growing festival. The festival was conceived almost five years ago and is the only arts-focused festival in Klamath Falls. Its two or three stages, artists booths, food trucks and activities for kids and families are a testament to a committed group of volunteers who believe that such a festival can change the nature of our community.

From its first year to now, it has attracted participants from Northern California, Ashland, Medford and further areas of the state. The partnership with Oregon Tech, the Klamath Downtown Association and others continues to demonstrate community engagement and support.

Arts and culture have a special place in community. Arts on the Flyway is the only event that brings all of the arts together and presents quality artists and musicians in a fun, casual and often delightful way.

The Ross Ragland Theater encourages your full support of Arts on the Flyway to be an anchor event that brings thousands of people to Klamath County.

Sincerely,



Mark R. McCrary
Executive Director



Klamath County CHAMBER OF COMMERCE

Lead. Connect. Advocate.

Board of Directors

Rachael Spoon
State Farm Agent

George Ormsbee
City of Klamath Falls

Janet Buckalew
Public Child Welfare Director

Jennifer Scanlan
City of Klamath Falls

Jennifer Scanlan
Umpqua Bank

Jenine Stuedli
Portland Bank of Commerce

Rich Schuster
173rd Fighter Wing, Klamath Falls

Pam Greene
Armed Tax & Accounting, Inc.

Tracy Krauss
OSU FBREC

Brian Gailey
Brian Gailey Photography

Nikki Galpin
Arthritis

Joe Spendolini
Southern Oregon Solutions

Courtney Shaw
College of Business

Jason Aarstad
Gallagher Greene

Estella Woodley
Klamath County Health Clinic

Gerry O'Brien
Hospitality Group

Kim Buller
Buller Title

Milka Blain
Blain Law LLC

Ex Officio Members

City of Klamath Falls
Klamath County
KCEDA
Oregon Institute of Technology
Klamath Community College
KUHS DECA

Staff

Heather Tramp
Executive Director

Chrystal Vaughan
Field and Sales Marketing Coordinator

Joyce Jordan
Office Coordinator

205 Riverside Drive Ste A
Klamath Falls, OR 97601
Phone: (541) 884-5193
Fax: (541) 884-5195
www.klamath.org

March 23, 2018

Klamath County Finance
Tourism Traditional Grant Program
305 Main St.
Klamath Falls, OR 97601

RE: Letter of Support for Arts on the Flyway Event

To Whom It May Concern,

The Klamath County Chamber of Commerce supports the goals of Discover Klamath and their request for grant funding for their Arts on the Flyway Event.

In 2017, the Arts on the Flyway festival served over 2,000 residents and tourists with demonstrations, performances, and workshops of a variety that showcased the diverse talents our region has to offer, in addition to highlighting one of the fundamentals of tourism in our region: the abundance of wildlife and waterfowl we are privileged to enjoy.

The Arts on the Flyway festival draws tourists from all over Southern Oregon and Northern California, and intends to grow their event and increase efforts to reach even further to draw tourists to our community, an economic boon to the region. Their proposed enhanced programming will draw even further interest in the festival and provide opportunities to create, learn, and nurture, while building the local economy.

Sincerely,

Heather Tramp
Executive Director, Klamath County Chamber of Commerce
541-884-5193

"The Klamath County Chamber of Commerce is committed to Klamath County by advancing its economic vitality and quality of life through the education, promotion and networking of our members"



K-12 Fully Accredited Christian College Preparatory School with Preschool.

2450 Summers Lane
Klamath Falls, OR 97603
(P) 541-885-7940 (F) 541-885-7945
www.triadschool.com

March 26, 2018

Klamath County Tourism
Grant Review Committee
305 Main Street
Klamath Falls, OR 97601

Dear Review Committee,

Triad School joined the *Arts on the Flyway* Festival for the first time in 2017 and plan to participate for years to come. It was with great enthusiasm that we could provide musical exploration to curious festival goers of all ages.

The purpose of this letter is to support the festival's application to the Klamath County Tourism Grant Program. *Arts on the Flyway* plays an important role in bringing travelers to our area and provides an educational event for families.

Our school's Musical Instrument Petting Zoo was so well-received by visitors of all ages. Curious students kept the rhythm on our bongo drums while little hands experimented with our string instruments. Visitors reminisced while playing instruments they hadn't picked up in years. Our music teachers and students enjoyed the opportunity to share their expertise and love of music with others. This wouldn't have been possible without *Arts on the Flyway*.

Over the course of the multi-day festival in 2017, our school was home to an art class focused on the creation of puppets. Because events are spread out on the festival calendar, visitors are encouraged to stay for a few days to take in all that the festival and area has to offer. Families visiting college students or attending high school contests can spend an extra day at *Arts on the Flyway*.

Our landscape is the perfect backdrop for this fall festival and one that uniquely brings together an appreciation for the visual and performing arts for local and visiting guests. We encourage support for *Arts on the Flyway* so that it can continue to grow as an annual Southern Oregon event and destination.

Kind regards,

Stephanie Spalding

Stephanie Spalding
Friends of Triad Chairperson

Collateral Distribution Plan and Budget

Arts on the Flyway 2018

Arts on the Flyway will create posters to be distributed and posted at many local and regional points providing good visibility and healthy foot traffic. We do not plan to mail these therefore there will be not distribution costs, only the cost to print the poster. You can see the associated costs below:

Poster Printing	\$100.00
TOTAL COST	\$100.00



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 03/22/2018

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER: Great Basin Insurance, PO Box 69, Klamath Falls OR 97601. CONTACT NAME: Matt Hurley, PHONE: (541) 882-5507, FAX: (541) 884-0052, E-MAIL: dawn.rose@grbbs.com. INSURER(S) AFFORDING COVERAGE: INSURER A: Mutual of Enumclaw Insurance C (14751), INSURER B: SAIF Corporation (36196).

COVERAGES CERTIFICATE NUMBER: Cert ID 2804 REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS

Table with 8 main columns: INSR LTR, TYPE OF INSURANCE, ADDL SUBR INSD, WVD, POLICY NUMBER, POLICY EFF (MM/DD/YYYY), POLICY EXP (MM/DD/YYYY), LIMITS. Rows include Commercial General Liability, Automobile Liability, Umbrella Liability, and Workers Compensation and Employers Liability.

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required) Klamath County Government Center is Additional Insured per CG2012 0413.

CERTIFICATE HOLDER: Klamath County Government Center, 305 Main St, Klamath Falls OR 97601. CANCELLATION: SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE: Matt Hurley (signature).

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

**ADDITIONAL INSURED – STATE OR GOVERNMENTAL
AGENCY OR SUBDIVISION OR POLITICAL
SUBDIVISION – PERMITS OR AUTHORIZATIONS**

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

SCHEDULE

<p>State Or Governmental Agency Or Subdivision Or Political Subdivision:</p> <p>KLAMATH COUNTY GOVERNMENT CENTER JASON LINK 305 MAIN ST KLAMATH FALLS OR 97601</p>
<p>Information required to complete this Schedule, if not shown above, will be shown in the Declarations.</p>

A. Section II – Who Is An Insured is amended to include as an additional insured any state or governmental agency or subdivision or political subdivision shown in the Schedule, subject to the following provisions:

1. This insurance applies only with respect to operations performed by you or on your behalf for which the state or governmental agency or subdivision or political subdivision has issued a permit or authorization.

However:

- a. The insurance afforded to such additional insured only applies to the extent permitted by law; and
- b. If coverage provided to the additional insured is required by a contract or agreement, the insurance afforded to such additional insured will not be broader than that which you are required by the contract or agreement to provide for such additional insured.

2. This insurance does not apply to:

- a. "Bodily injury", "property damage" or "personal and advertising injury" arising out of operations performed for the federal government, state or municipality; or
- b. "Bodily injury" or "property damage" included within the "products-completed operations hazard".

B. With respect to the insurance afforded to these additional insureds, the following is added to **Section III – Limits Of Insurance:**

If coverage provided to the additional insured is required by a contract or agreement, the most we will pay on behalf of the additional insured is the amount of insurance:

1. Required by the contract or agreement; or
 2. Available under the applicable Limits of Insurance shown in the Declarations;
- whichever is less.

This endorsement shall not increase the applicable Limits of Insurance shown in the Declarations.

KLAMATH COUNTY LOGO USAGE AGREEMENT

The County logo is a valuable asset of our organization. We ask that you help us preserve and protect our trademark through the appropriate use of the County logo in accordance with this agreement. The following provisions are included:

THIS AGREEMENT shall constitute a non-exclusive license granted by Klamath County, Oregon (County) to Discover Klamath VCB (User) for the use of County's name and/or logo under the following terms and conditions:

1. Logo will be provided by County in electronic format. The County logo may be either in single color or full (process) color and must not be scaled disproportionately. The County logo may not be altered or modified in any way. Failure to follow these guidelines may endanger our legal trademark rights.
2. County reserves the right to approve all uses of its name and logo. Users must provide detailed information of how logo will be used. If used in a print advertisement, User must provide name and date(s) of publication. If used in a broadcast advertisement, User must provide station call letters and flight dates of ad. If used in a promotional advertisement, User must provide date of promotional event and details of promotion's purpose. For website usage linking instructions will be emailed.
3. User must provide County with a copy of final proof ONE WEEK in advance of publication or broadcast.
4. Primary Contact for all logo requests will be the County Chief Financial Officer. Use of the County logo must be jointly approved by the Klamath County Board of Commissioners and Chief Financial Officer. Upon approval, the County Finance Department will forward the electronic files and proper logo guidelines to the User.
5. County reserves the right to reject requests for use of the County logo, name, or likeness.
6. All use of County logo, name, and likeness must cease and desist upon termination of the Agreement.
7. Recipient acknowledges that the name and logo are the sole and separate property of the County and any use hereunder shall not give rise to any right of use or ownership except as set forth herein.
8. This license shall commence the ____ day of _____, _____.
9. This agreement is non-transferrable. Use of the County logo by any other person or organization is strictly forbidden without prior written approval from the Klamath County Chief Financial Officer.
10. If logo use does not cease upon written notice from County and legal action is taken, User agrees to reimburse County for all expenses in connection with this agreement.
11. Upon any violation of the terms of this agreement by User, Klamath County may terminate the license forthwith, and upon written notice to User to that effect, User shall cease all use of the name, logo or likeness and shall not thereafter use, broadcast, distribute or display any items, documents, ads or other materials containing County's name, logo or likeness and User becomes ineligible for grant funds for the next four (4) application cycles.

Chair of Board of County Commissioners

Tonia Ulbricht
User
Tonia Ulbricht, Marketing Director

Chief Financial Officer

Discover Klamath VCB
Company Name