

# GEORGETOWN COUNTY ACCOMMODATIONS TAX GRANT ADVANCE RELEASE REQUEST

All advances must have been approved by County Council during the grant award process and should not be requested earlier than thirty (30) days prior to incurring costs for your project.

Name of Organization (Grantee):

Event or Project Name:

Date of County Council's Grant Award for this Event or Project: \_\_\_\_\_

Total ATAX Grant Award:

Advance Requested:

Per the grant agreement, the Grantee will submit a final project summary, project invoices, and proof of payment within sixty (60) days of completion along with the return of any unused funds. **Should the Grantee fail to submit required documentation as outlined in the grant agreement, they may be asked to repay the advanced funds and could be barred from receiving advances for future grants.**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

Finance Department Use Only:

Date check request submitted to Accounts Payable: \_\_\_\_\_

Date check mailed to grantee: \_\_\_\_\_

Date of grantee final closeout submittal: \_\_\_\_\_

**RETURN TO:**

Georgetown County Finance Department  
Attn: Glenda J Long  
PO Box 421270  
Georgetown, SC 29442  
gjlong@gtcounty.org