



City of Perryton

110 S Ash, PO Box 849, Perryton, Texas 79070-0849
(806) 435-4014 FAX (806) 435-2490

May 14, 2026

TO: Individuals/Organizations applying for Hotel/Motel Tax money
FROM: Ellie Blasingame, Director of Finance, City of Perryton
RE: Applications for 2026-2027 Funding

The City Council of the City of Perryton will begin the 2026-2027 budget planning process shortly. This will include budgeting the Hotel/Motel Tax money that the City anticipates receiving during the 2026-2027 fiscal year. The fiscal year runs from October 1, 2026 through September 30, 2027.

As you complete the attached request forms, please keep a few things in mind:

- 1) “The primary and foremost qualification for the use of the hotel occupancy tax revenues is that **the expenditure is spent in a manner which directly enhances and promotes tourism and the convention and hotel industry. Thus, each expenditure must be intended to bring visitors from outside of the city into the city or its vicinity for at least one overnight stay.** If the expenditure is not reasonably likely to accomplish this result, it should not be funded by hotel occupancy tax revenues.” (Texas Municipal League, Public Policies Briefing Series, A Summary of Statues and Cases Relating to the Texas Local Hotel Occupancy Tax.)
- 2) Review the five areas that Hotel/Motel tax money can be used. Be sure that your request will satisfy one of the five.
- 3) When describing your project, give sufficient details, especially those that help support why the project qualifies for Hotel/Motel money. Identify the advantages your project provides for Perryton and the vicinity.
- 4) To be considered for funding, all applications must be returned back to City Hall no later than 5:00 PM on Friday, June 19, 2026. No additional requests for funding will be taken after the deadline date.

Mailing Address

City of Perryton
Ellie Blasingame, Director of Finance
P.O. Box 849
Perryton, Texas 79070

Physical Address

110 S Ash Street
Perryton, Texas 79070

Email Address

eblasingame@perryton.net

If you have any questions regarding this application, please give me a call at 806-435-4014.

2026-2027
HOTEL/MOTEL OCCUPANCY TAX BUDGET REQUEST

REQUEST AMOUNT: \$ _____

Organization: _____

Contact Person: _____

Phone Number(s): _____

Mailing Address: _____

Email Address: _____

Project Name: _____

Date(s): _____

Description of the project: _____

Estimated attendance: _____

How will the project promote tourism and enhance the hotel/motel industry in the Perryton area?

Hotel/Motel tax money must be used for one of the following:

- 1) The acquisition of sites for and the construction, improvement, enlarging, equipping, repairing, operation, and maintenance of convention center facilities.
- 2) The furnishing of facilities, personnel, and materials for the registration of convention delegates or registrants.
- 3) Advertising and conducting solicitations and promotional programs to attract tourists and convention delegates or registrants to the municipality or its vicinity.
- 4) The encouragement, promotion, improvement, and application of the arts, including instrumental and vocal music, dance, drama, folk art, creative writing, architecture, design and allied fields, painting, sculpture, photography, graphic and craft arts, motion pictures, radio, television, tape and sound recording, and other arts related to the presentation, performance, execution and exhibition of these major art forms.
- 5) Historical restoration and preservation projects or activities or advertising and conducting solicitations and promotional programs to encourage tourists and convention delegates to visit preserved historic sites or museums.

FINANCIAL INFORMATION

ESTIMATED REVENUES:

Admission Fee	\$ _____
Solicited Donations	\$ _____
Sponsorships	\$ _____
Hotel/Motel Tax Money	\$ _____
Other Sources:	
_____	\$ _____
_____	\$ _____
<u>TOTAL ESTIMATED REVENUES:</u>	\$ _____

ESTIMATED EXPENSES:

Printing/Postage/Flyers	\$ _____
Newspaper/Radio/Internet Advertising	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
<u>TOTAL ESTIMATED EXPENSES:</u>	\$ _____

Hotel/Motel tax must be used for specific activities (advertising, printing costs, etc.). It is important that all expenses are itemized.

You will be notified of your approved funding following the adoption of the 2026-2027 City of Perryton Budget.

Deadline for applications is June 19, 2026 at 5:00 PM via one of the options below.

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