

Form Name:	Visit Broken Arrow Sponsorship Post Event Summary
Submission Time:	January 20, 2026 6:03 pm
Browser:	Chrome 144.0.0.0 / Windows
IP Address:	98.184.107.168
Unique ID:	1424972751
Location:	36.1262, -95.9408

EVENT INFORMATION

Name of Sponsoring Organization	ArtsOK, Inc
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Event Organizer's Name	Jennifer Deal
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Event Organizer's Email	jennifer.deal@arts302.com
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Name of Event	Chalk It Up! An Arts Festival
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Event Date	Sep 19, 2025
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Estimated Event Attendance	29,000
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Describe the method used to estimate attendance. If a private group was utilized to collect data through surveys or other methods, include their information.	Per Erin Hofner numbers gathered by the city.
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Describe the advertising utilized in the promotion of the event. If grant funds provided for advertising, please attach receipt/invoice copies	Instagram, Facebook, First National Bank billboard (picture attached), local and regional calendars, banners on Arts@302 balcony (banner picture included) all September and stage during the event (banner picture included).
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Describe any press or media coverage about the event. Include press/media outlet and description of coverage	Value News did an article about Chalk It Up. Fox News came out and did interviews, then posted a story on their website.
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EVENT SUMMARY

Attendance	Excellent
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Marketing of Event	Good
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Organization of Event	Excellent
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Planning of Event	Excellent
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Entertainment (if applicable)	Good
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Execution of Event	Excellent
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Overall Success of Event	Excellent
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EVENT COSTS

Event Space Rental Cost	0
Approximate Food and Beverage Cost For Event	\$1068
Approximate Audio/Visual Cost For Event	\$1675
Approximate Security Cost For Event	\$4645 (this includes the \$4095 waived by the City of BA)
Other Event Cost	\$5132

RECEIPTS

IRS W-9 Form	https://www.formstack.com/admin/download/file/19056198653
Invoice for amount awarded for sponsorship reimbursement	https://www.formstack.com/admin/download/file/19056198673
Financial Summary including expenses associated with sponsorship funding awarded	https://www.formstack.com/admin/download/file/19056198682
Examples and expenses generated in marketing the event inside and outside of Broken Arrow	https://www.formstack.com/admin/download/file/19056198683
Receipt 1	https://www.formstack.com/admin/download/file/19056198684
Receipt 2	https://www.formstack.com/admin/download/file/19056198685
Receipt 3	https://www.formstack.com/admin/download/file/19056198693
Receipt 4	https://www.formstack.com/admin/download/file/19056198698

Chalk It Up! An Art Festival Overview Budget		
Income:	Actual 2025	Income Split w RF
Sponsorships <i>(Includes \$7500 VBA Sponsorship)</i>	\$19,750.00	
Security On Duty BAPD	\$4,095.00	\$8,190.00
Chalk Artist registration	\$1,552.06	
Vendor Artist Registration	\$1,809.79	\$3,619.58
Tshirt Sales	\$1,533.32	
Food Trucks	\$225.00	\$450.00
Marketplace Vendors	\$1,725.00	\$3,450.00
Sound System In-Kind	\$1,700.00	
Other	\$816.90	
Total Projected Income	\$33,207.07	
Expenditures: (non shared)		
Chalk Drawing Contest: Chalk, Bracelets, Cash Prizes \$1,200, Certificates, Ribbons, Misc.	\$1,872.68	
Publicity: Posters, Banners, Social Media, Photography	\$1,490.00	
Catering		
T-Shirts	\$1,744.83	
Entertainment (Visual Artists)	\$1,300.00	
Total	\$6,407.51	
Expenses Shared with RF	CIU Cost	Total Cost
Stage	\$700.00	\$1,400.00
Sound System <i>(\$1700 in-kind)</i>	\$137.50	\$275.00
Entertainment (Performance Artists)	\$1,400.00	\$2,800.00
Security On Duty BAPD	\$4,095.00	\$8,190.00
Additional City Expenses	\$402.50	\$805.00
Rose District overnight security	\$550.00	\$1,100.00
ABCO Food Court Rental	\$124.25	\$248.50
Trash	\$270.00	\$540.00
Shared Expenses	\$7,679.25	\$15,358.50
Total Expenses (Including Shared Expenses)	\$14,086.76	
Revenue in Excess of Expenses	\$19,120.31	



INVOICE FOR CHALK IT UP: AN ART FESTIVAL!

Bill to:

Attn: Erin Hofener
dhofener@brokenarrowok.gov
Visit Broken Arrow

Mail to:

ArtsOK, Inc
Attn: Jennifer Deal
302 S Main Street
Broken Arrow, OK 74012

Invoice#: CIU 0002025**Invoice Date:** 01/19/2026**Due Date:**

Item No.	Invoice	Total
Receipt 1	Entertainment (<i>performers, sound & stage, visual artists</i>)	\$4023.77
Receipt 2	Marketing (<i>photography, banners and posters</i>)	\$1836.83
Receipt 3	Logistics (<i>overnight security, trash, portajohns, misc</i>)	\$1209.29
Receipt 4	Chalk Contest Expenses (<i>chalk, misc.</i>)	\$666.67
	Subtotal	\$7909.70
TOTAL CITY CONTRACT FUNDS DUE TO ARTSOK, INC		\$7500.00

Thank you for your support!

Jennifer Deal
ArtsOK, Inc
Chalk It Up! An Art Festival
jennifer.deal@arts302.com
918-688-5766

Request for Taxpayer Identification Number and Certification

► Go to www.irs.gov/FormW9 for instructions and the latest information.

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

Print or type. See Specific Instructions on page 3.	1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank. ARTSOK INC.	
	2 Business name/disregarded entity name, if different from above	
	3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes. <input type="checkbox"/> Individual/sole proprietor or single-member LLC <input type="checkbox"/> C Corporation <input type="checkbox"/> S Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate <input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ► _____ Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner. <input checked="" type="checkbox"/> Other (see instructions) ► NONPROFIT CORPORATION	
	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.) See instructions. 302 S MAIN ST	Requester's name and address (optional)
	6 City, state, and ZIP code BROKEN ARROW, OK 74012	
	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 instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number								
			-					
or								
Employer identification number								
3	1		-	1	6	5	7	9
							7	1

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 for Part II, later.

Sign
Here

Signature of
U.S. person ►

Date ►

11/3/2023

General Instructions

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

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

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, later.

