



MISSION – *To generate room nights for lodging facilities in the city of Billings by effectively marketing our region as a preferred travel destination.*

**BOARD OF DIRECTORS MEETING
DECEMBER 12, 2013
CHAMBER/CVB BOARD ROOM – 12:00 PM**

- I. Call to Order – Steve Wahrlich.....12:00

- II. Public Comment on Items Not on the Agenda
(Comments limited to 3 minutes per speaker)

- III. Approval of October 10, 2013 Board Minutes - pages 2-3.....ACTION

- IV. Approval of October Financial & Variance Reports- M. Stevenson pages 4-5.....ACTION
- V. Approval of November Financial & Variance Reports- M. Stevenson pages 6-7.....ACTION
 - a. TBID Financial Review- Matt Schafer.....ACTION

- VI. Old Business..... 12:10-1:15
 - a. Air Service Presentation and Discussion..... 12:10-12:30
 - i. Tom Binford, Director of Aviation & Transit for City of Billings
 - b. MetraPark Update..... 12:30-12:40
 - i. Meeting Overview- S. Wahrlich and S. Mann.....Discussion
 - c. State TBID Meeting Report- S. Wahrlich and S. Mann..... 12:40-12:45
 - d. Assessment Increase- A. Tyson.....ACTION
 - e. Convention Center Research Funding- J. Brewer.....ACTION
 - f. TBID Grant Discussion- A. Tyson.....ACTION
 - g. Dino Lab Update- A. Tyson (Possible Action)..... 1:10-1:15

- VII. Marketing/PACE Update- pages 8-14..... 1:15-1:20
 - a. Staff Updates- A. Tyson/ K. McCandless

- VIII. Adjournment

Future Meeting Dates:

January 9, 2014- January TBID Board Meeting
February 13, 2014- February TBID Board Meeting

Managed by the Billings Chamber of Commerce/Convention & Visitors Bureau



TBID BOARD OF DIRECTORS MINUTES – OCTOBER 10, 2013

Board Members Present: Steve Wahrlich, Ginny Hart, Ben Kerns, Ron Spence, Shelli Mann, and LaRell Baldwin; Joyce Bratland joined by phone

Board Members Absent: None

Ex-Officio member Present: None

Staff Present: John Brewer, Alex Tyson, Caitlin Helmer, Kelly McCandless, Megan Stevenson

Others Present: Brian Arneson, *Quality Inn*, and Mike Butler, *Crowne Plaza*

Call to Order

Steve Wahrlich called the meeting to order at 9:00 a.m. in the Billings Chamber/CVB Board Room.

Public Comment

None.

Approval of Board Minutes

Request for a motion to approve the September 12, 2013 Board Minutes.

MOTION: Ginny motioned to approve the minutes; Shelli seconded; Motion carried.

Approval of Financial and Variance Report

Request for a motion to approve the September Financial and Variance Reports.

MOTION: LaRell motioned to accept the Financial and Variance Reports, with the exception that the modification is made to year to date revenue over expenses from \$6,526 to \$7,192; Ben seconded; Motion carried.

New Business

30,000 Foot View/Partner Assistance Options- Tom Krause resigned, so Steve went to the Small Market Meetings instead. The total cost for the show and travel was roughly \$5,500. Steve had 25 appointments that lasted about 3-4 minutes each. There weren't many people interested in bringing groups to Billings; most responses were for Dude Ranches. Steve believes there is still business out there; it's just more of a relationship and connection of who you know. The Small Market Meeting would have been beneficial to only about ten properties in Billings. Not valid for all stakeholders. A potential lead to follow up on is the Quad Cities Bankers Forum.

A discussion ensued on where the CVB should go in regard to meetings and conventions. Following are a few of the questions and discussion points made: Is this a marketplace Billings should continue with? Do we need to find someone else to focus solely on meetings still? There is an opportunity to evaluate ourselves as an organization, and make this better with the Boards input.

The CVB goes to open the door to get groups here. The CVB's goal is to get a booking for three or more hotels, and that is when the opportunity to get a smaller booking opens up. However, it isn't a good use of the organization's time to focus on those small groups. That is when the booking should be presented to hoteliers.

A discussion followed on the amount of money spent on site tours. It was mentioned that if someone is only looking to book 100 room nights or less, it is not worth the expense. But if there is potential for a greater booking, then the use of the TBID dollars is worth it.

The Board mentioned that they don't know where the meetings Tom would send RFP's for would come from, so they don't know what meetings and tradeshow are working well for Billings. However, the work was

beneficial to the community, and some funding should remain, the board just needs to pinpoint which tradeshows and meetings are working best for the community.

Billings is at a crossroad in terms of building a possible convention center, and where to go with future meeting plans. Montana Office of Tourism is doing a good job promoting the state, so now we can focus on Billings, and promoting the city.

Alex asked the Board “what percentage and where should the dollars go?” Shelli suggested an Airport study, since Billings loses a lot of meetings because of air travel.

The Board is going to look at inviting MetraPark staff to come to the next meeting to discuss what is going on in Billings in the upcoming months. Looking at the events calendar, there is nothing big coming up, and in order for Billings to attract visitors around the state and surrounding areas, the community needs some more upcoming events.

Billings has a position to be the number one city in Montana, and the opportunity to lead. The community needs to continue to focus on sporting events and leisure markets, as well as create that wow factor for groups who come to Billings.

Billings has touted itself as the “Gateway to Yellowstone” for 1 ½ years, and did a good job with the dollars available, but there is much greater opportunity ahead with the partnership with the state.

Shelli met with her hotel properties and their main concerns are sports and MetraPark. Shelli has also noticed an increase in bus tours and thinks the Board should look into bringing those back.

The CVB has a lot of staffing needs, as its staff levels are very low compared to other communities, and the greatest opportunity right now is how the organization wants to move forward with staffing. A discussion took place about adding another CVB Sales Manager, but not moving forward with the same amount of funding that is going toward the four biggest properties. It was suggested the dollars should be allocated to the mid-market and leisure market instead.

John Brewer thinks there are more opportunities to impact the mid-market, but we can’t drop the big market, since the goal of the CVB is to book groups at three or more hotels. Steve wants the CVB to look at staffing and direction because of where the organization is now.

Marketing/PACE Update

Numbers for website visitation are down, and there is nothing exciting to promote to visitors. Mingle Bells is still low in numbers and is not worth doing if partners don’t participate. Last year, 400 Mingle Bells promotional boxes were sent out. The campaign will still happen in some fashion. Kelly is doing a training and marketing program through Facebook where she will learn how to promote campaigns better on Facebook. Trip Advisor didn’t work as well as anticipated, so now the CVB will work with the state and partner on their page. Billings will still keep a presence on Trip Advisor, but will decrease their investment greatly. Another Boomer Campaign is in the works, and will identify with the visitor more. A new photography session is taking place shortly.

The Airport closure had an impact on the occupancy rate for Billings. NAIA has selected Billings for a site visit.

Meeting adjourned at 10:15 a.m.

Submitted by Caitlin Helmer

Tourism Business Improvement District
Profit & Loss
Budget vs. Actual
October 2013

	CURRENT MONTH		YEAR TO DATE		2013-14 Annual Budget	LAST YEAR
	Actual	Budget	Oct 2013	Oct 2013		Oct 2012
			Actual	Budget		Actual
Income						
4001100 · TBID Assessments			448,369.70	448,370.00	865,000.00	447,379.53
4001500 · Miscellaneous Income	2,873.63		3,539.89		-	686.06
Carryover from 2012-2013					91,343.00	
Total Income	2,873.63	0.00	451,909.59	448,370.00	956,343.00	448,065.59
Expense						
5001000 · Staff Expenses						
5007000 · Wages	16,197.00	15,544.00	65,303.75	61,534.50	182,051.00	57,753.65
5007100 · FICA Expense	1,215.23	1,189.12	4,812.20	4,703.86	13,920.00	5,555.42
5007200 · Unemployment Expense	100.39	267.45	705.49	802.40	2,942.00	632.15
5007400 · Health & Accident Expense	1,411.23	2,790.00	6,102.63	8,754.00	31,074.00	6,195.64
5007500 · Retirement Expense	1,102.94	828.21	3,789.61	2,945.52	8,394.00	3,121.55
5007700 · Workers Compensation Expense	113.00	97.50	462.00	382.00	1,162.00	492.00
Total 5001000 · Staff Expenses	20,139.79	20,716.28	81,175.68	79,122.28	239,543.00	73,750.41
5009000 · Administrative Expenses						
5009200 · Computers	245.00	250.00	1,576.00	1,500.00	7,200.00	322.50
5009300 · Equipment & Repair Expense	272.09	250.00	829.80	1,000.00	3,000.00	525.79
5009500 · Liability Insurance	500.00	550.00	2,062.00	2,550.00	2,550.00	2,062.00
5009600 · Meeting Expenses	195.77	625.00	757.62	2,200.00	8,300.00	2,051.33
5009650 · Newsletter Expenses	0.00	0.00			3,500.00	
5009700 · Office Supplies	19.49	200.00	518.88	900.00	2,925.00	1,058.09
5009750 · Postage	43.32	200.00	318.01	1,900.00	8,200.00	352.59
5009800 · Professional Training	0.00	0.00	3,634.65	2,700.00	11,000.00	4,716.59
5009850 · Legal and Accounting	0.00	0.00	3,231.50	1,550.00	9,200.00	470.00
5009900 · Telephone/Wireless Equipment	204.96	250.00	559.92	1,000.00	3,000.00	460.45
Total 5009000 · Administrative Expenses	1,480.63	2,325.00	13,488.38	15,300.00	58,875.00	12,019.34
5150000 · Marketing Expenses						
5151000 · Advertising	12,953.57	14,000.00	66,209.68	67,000.00	302,000.00	53,766.14
5151500 · Film Recruitment	0.00	0.00	0.00	0.00	2,000.00	
5152000 · Opportunity	918.49	800.00	6,830.51	7,000.00	88,000.00	24,444.28
5152500 · Printed Materials	0.00	0.00	1,954.40	2,000.00	53,500.00	27,124.78
5153000 · Publicity	0.00	0.00	10,353.71	2,250.00	15,000.00	15,035.91
5154000 · Sales Expenses	7,088.88	7,300.00	20,139.96	19,300.00	114,000.00	27,653.26
5155000 · Tradeshow/Conventions	1,376.60	0.00	9,105.96	6,400.00	44,525.00	14,330.84
5156000 · Visitor Information Center	1,151.78	750.00	1,578.93	1,050.00	3,000.00	(250.00)
5156500 · Web Site	1,731.95	2,500.00	5,352.60	11,125.00	35,900.00	6,758.70
Total 5150000 · Marketing Expenses	25,221.27	25,350.00	121,525.75	116,125.00	657,925.00	168,863.91
Total Expense	46,841.69	48,391.28	216,189.81	210,547.28	956,343.00	254,633.66
	(43,968.06)	(48,391.28)	235,719.78	237,822.72	0.00	193,431.93
		Cash	Current Month	Last Month	Last Year	
		Unrestricted	363,235	407,203	338,536	
		Restricted	100,000	100,000	75,000	
		Total Cash	463,235	507,203	413,536	



FINANCIAL STATEMENT VARIANCE REPORT

TBID Board of Directors As of October 31, 2013

Year to date revenue over expenses is \$2,103 under budget.

Year to date revenue is \$3,540 over budget from interest income, TBID sales, and reimbursement from the CVB for the VIC's payroll expenses (May 27th - Sept 3rd).

Year to date expenses are \$5,643 over budget.

- Staff Expenses are \$2,053 over budget due to staffing changes.

- Administrative Expenses are \$1,811 under budget.
 - Liability Insurance (D&O) is under budget \$488.
 - Meeting expenses are \$1,442 under budget from miscellaneous meetings and mileage.
 - Postage is \$1,582 under budget.
 - Legal & Accounting is \$1,682 over budget

- Marketing Expenses are \$5,401 over budget due to the following:
 - Advertising is under budget \$790 for Leisure Travel.
 - Publicity is over \$8,104 due to the "Voices of Montana" (MLHA PR Campaign) that was budgeted for \$2,000 but was approved in June to pay the additional \$8,000 from the carryover.
 - Sales expense is over \$840 from Attendance Building at the Northwest Regional Tribal Headstart convention & State Treasurers convention.
 - Tradeshows/Conventions is over budget \$2,706 from attending the Small Market Meetings convention.
 - Visitor Information Center is over budget \$529 from volunteer expenses and items purchased for retail.
 - Website Expenses are under budget \$5,772 due to timing of when work is performed and necessary.

Tourism Business Improvement District
Profit & Loss
Budget vs. Actual
November 2013

	CURRENT MONTH		YEAR TO DATE		2013-14 Annual Budget	LAST YEAR
	Acutal	Budget	Nov 2013	Nov 2013		Nov 2012
			Actual	Budget		Actual
Income						
4001100 · TBID Assessments	-	-	448,369.70	448,370.00	865,000.00	447,019.53
4001500 · Miscellaneous Income	135.15	-	3,675.04	-	-	819.55
Carryover from 2012-2013	-	-	-	-	91,343.00	-
Total Income	135.15	0.00	452,044.74	448,370.00	956,343.00	447,839.08
Expense						
5001000 · Staff Expenses						
5007000 · Wages	11,325.75	14,544.00	76,629.50	76,078.50	182,051.00	71,381.98
5007100 · FICA Expense	854.23	1,112.62	5,666.43	5,816.48	13,920.00	6,537.21
5007200 · Unemployment Expense	73.71	267.45	779.20	1,069.85	2,942.00	697.45
5007400 · Health & Accident Expense	441.78	2,790.00	6,544.41	11,544.00	31,074.00	7,744.55
5007500 · Retirement Expense	710.55	626.96	4,500.16	3,572.48	8,394.00	3,871.02
5007700 · Workers Compensation Expense	83.00	97.50	545.00	479.50	1,162.00	615.00
5007800 · Staff Employment Expense	829.00	-	829.00	-	-	-
Total 5001000 · Staff Expenses	14,318.02	19,438.53	95,493.70	98,560.81	239,543.00	90,847.21
5009000 · Administrative Expenses						
5009200 · Computers	382.60	450.00	1,958.60	1,950.00	7,200.00	322.50
5009300 · Equipment & Repair Expense	177.62	250.00	1,007.42	1,250.00	3,000.00	525.79
5009500 · Liability Insurance	-	-	2,062.00	2,550.00	2,550.00	2,062.00
5009600 · Meeting Expenses	329.61	475.00	1,087.23	2,675.00	8,300.00	3,183.25
5009650 · Newsletter Expenses	-	-	-	0.00	3,500.00	-
5009700 · Office Supplies	-	200.00	518.88	1,100.00	2,925.00	1,058.09
5009750 · Postage	256.78	200.00	574.79	2,100.00	8,200.00	503.79
5009800 · Professional Training	-	-	3,634.65	2,700.00	11,000.00	5,582.29
5009850 · Legal and Accounting	-	-	3,231.50	2,050.00	9,200.00	470.00
5009900 · Telephone/Wireless Equipment	-	250.00	559.92	1,250.00	3,000.00	542.95
Total 5009000 · Administrative Expenses	1,146.61	1,825.00	14,634.99	17,625.00	58,875.00	14,250.66
5150000 · Marketing Expenses						
5151000 · Advertising	40,857.50	42,000.00	107,067.18	109,000.00	302,000.00	109,311.42
5151500 · Film Recruitment	-	-	-	-	2,000.00	2,190.68
5152000 · Opportunity	1,814.63	2,500.00	8,645.14	9,500.00	88,000.00	24,976.24
5152500 · Printed Materials	3,360.53	3,175.00	5,314.93	5,175.00	53,500.00	27,303.28
5153000 · Publicity	-	-	10,353.71	2,250.00	15,000.00	15,050.88
5154000 · Sales Expenses	6,633.23	5,800.00	26,773.19	25,100.00	114,000.00	29,638.85
5155000 · Tradeshow s/Conventions	534.04	0.00	9,640.00	6,400.00	44,525.00	18,093.30
5156000 · Visitor Information Center	299.60	300.00	1,878.53	1,350.00	3,000.00	1,014.43
5156500 · Web Site	3,076.45	4,000.00	8,429.05	15,125.00	35,900.00	23,407.65
Total 5150000 · Marketing Expenses	56,575.98	57,775.00	178,101.73	173,900.00	657,925.00	250,986.73
Total Expense	72,040.61	79,038.53	288,230.42	290,085.81	956,343.00	356,084.60
	(71,905.46)	(79,038.53)	163,814.32	158,284.19	0.00	91,754.48
		Cash	Current Month	Last Month	Last Year	
		Unrestricted	291,850	363,235	236,859	
		Restricted	100,000	100,000	75,000	
		Total Cash	391,850	463,235	311,859	



FINANCIAL STATEMENT VARIANCE REPORT

TBID Board of Directors As of November 30, 2013

Year to date revenue over expenses is \$5,530 over budget.

Year to date revenue is \$3,675 over budget from interest income, TBID sales, and reimbursement from the CVB for the VIC's payroll expenses (May 27th - Sept 3rd).

Year to date expenses are \$1,855 under budget.

- Staff Expenses are \$3,067 under budget due to staffing changes and an employee not participating in the health insurance as budgeted.

- Administrative Expenses are \$2,990 under budget.
 - Liability Insurance (D&O) is under budget \$488.
 - Meeting expenses are \$1,588 under budget from miscellaneous meetings and mileage.
 - Postage is \$1,525 under budget.
 - Legal & Accounting is \$1,682 over budget

- Marketing Expenses are \$4,202 over budget due to the following:
 - Advertising is under budget \$1,933 for Leisure Travel.
 - Publicity is over \$8,104 due to the "Voices of Montana" (MLHA PR Campaign) that was budgeted for \$2,000 but was approved in June to pay the additional \$8,000 from the carryover.
 - Sales expense is over \$1,673 from Attendance Building at the Northwest Regional Tribal Headstart convention & State Treasurers convention.
 - Tradeshows/Conventions is over budget \$3,240 from attending the Small Market Meetings convention.
 - Visitor Information Center is over budget \$529 from volunteer expenses and items purchased for retail.
 - Website Expenses are under budget \$6,696 due to timing of when work is performed and necessary.



MARKETING & SALES PACE REPORT

GROUP BOOKINGS

Bookings	Q1	Q2	Q3	Q4	TYTD	FY Goal	% To Goal
Groups	15	6			21	27	78%
Room Nights	3,940	1,990			5,930	21,000	28%

VISITS FOR: visitbillings.com

	J	A	S	O	N	D	J	F	M	A	M	J	Annual
Goal	10k	10k	9k	8k	7k	6k	6k	6k	6k	7k	7k	8k	90,000
Actual	13,568	10,639	7,096	8,284	9,155								48,742

STAKEHOLDER SURVEY

2010-2011	2011-2012	2012-2013	2013-2014*
66%	83%	87%	90%

*Goal-actual number unknown

ROOM DEMAND- REPORTED ON CALENDAR YEAR 2012

	J	F	M	A	M	J	J	A	S	O	N	D	Annual
Goal	0	0	0	0	0	0	0	0	0	0	0	0	3%
Actual	7.9	11.7	17.7	26.3	7.0	-0.5	-7.1	-7.8	-9.1	12.4	3.5	-0.5	3.4

ROOM DEMAND- REPORTED ON CALENDAR YEAR 2013

	J	F	M	A	M	J	J	A	S	O	N	D	Annual
Goal	0	0	0	0	0	0	0	0	0	0	0	0	3%
Actual	1.7	-3.9	-2.3	-2.9	20.3	-2.0	-7.9	-2.9	-5.2	-10.0			-1.9

YTD OCCUPANCY

PAST 12 MONTHS			
LOCATION	2013	2012	
Billings, MT	68.0%	71.5%	
Montana	61.6%	62.7%	
United States	64.0%	63.1%	
Bozeman, MT	68.5%	66.5%	
Missoula, MT	61.2%	58.9%	
Rapid City, SD	61.4%	62.6%	
Sioux Falls, SD	67.3%	65.2%	
Bismarck, ND	76.0%	78.8%	
Boise, ID	69.1%	65.8%	
Madison, WI	68.3%	65.8%	
Helena, MT	59.6%	59.8%	
Great Falls, MT	60.3%	63.7%	

PAST 12 MONTHS			
LOCATION	2013	2012	
Billings, MT	68.6%	71.4%	
Montana	62.5%	63.2%	
United States	63.9%	62.9%	
Bozeman, MT	69.4%	67.0%	
Missoula, MT	61.4%	59.2%	
Rapid City, SD	62.1%	63.4%	
Sioux Falls, SD	67.3%	65.2%	
Bismarck, ND	75.2%	78.9%	
Boise, ID	69.3%	65.7%	
Madison, WI	67.7%	64.4%	
Helena, MT	60.0%	60.0%	
Great Falls, MT	60.7%	63.7%	

CURRENT MONTH OCCUPANCY

OCTOBER			
LOCATION	2013	2012	
Billings, MT	61.9%	71.5%	
Montana	53.8%	58.4%	
United States	64.7%	64.2%	
Bozeman, MT	60.6%	61.4%	
Missoula, MT	59.5%	56.6%	
Rapid City, SD	55.1%	56.1%	
Sioux Falls, SD	67.5%	65.0%	
Bismarck, ND	82.1%	77.6%	
Boise, ID	67.6%	66.5%	
Madison, WI	74.1%	77.8%	
Helena, MT	55.6%	58.2%	
Great Falls, MT	56.1%	63.6%	

SEPTEMBER			
LOCATION	2013	2012	
Billings, MT	70.7%	77.6%	
Montana	70.3%	74.5%	
United States	63.4%	63.2%	
Bozeman, MT	79.1%	79.2%	
Missoula, MT	68.2%	73.5%	
Rapid City, SD	78.5%	79.2%	
Sioux Falls, SD	74.6%	66.6%	
Bismarck, ND	84.3%	81.3%	
Boise, ID	71.1%	71.1%	
Madison, WI	74.2%	72.5%	
Helena, MT	65.4%	66.0%	
Great Falls, MT	63.6%	68.2%	

**CVB ACTIVITY REPORT
FY JULY 1, 2013- JUNE 30, 2014**

BOOKED EVENTS

NAME	ORIGIN	SOURCE	ROOM NIGHTS	MONTH YEAR	TYPE	LOCATION	ECONOMIC IMPACT	QTR. BOOKED
Beth Moore Ministries	NR	CVB-P	895	Oct-14	CW	HIGM, BHCC, HGI, BHR, CP HIS, BWCT	\$ 201,375	Q1
Montana Harley Owners Group	LR	CVB	1100	Jul-14	O	BHCC	\$ 247,500	Q1
Montana Petroleum Assoc.	LR	CVB-P	25	Aug-13	O	CP	\$ 5,625	Q1
Women on Wheels	LR	CVB-S	(300)	Jul-13	O	N/A	\$ (67,500)	Q1
Western Heritage Center- J.Dial	LR	CVB-S	(25)	Jul-13	O	N/A	\$ (5,625)	Q1
Northern Pacific Railway Hist Assoc	LR	CVB-S	(125)	Jul-13	O	N/A	\$ (28,125)	Q1
Girls Little League Softball Team	LR	CVB-S	(15)	Jul-13	SP	N/A	\$ (3,375)	Q1
John Lasar- Family Reunion	LR	CVB-S	(30)	Jul-13	O	N/A	\$ (6,750)	Q1
Mexican Fiesta Car Show	LR	CVB-S	(75)	Jul-13	O	N/A	\$ (16,875)	Q1
Montana Dakota Utilities	LR	CVB-S	(55)	Jul-13	O	N/A	\$ (12,375)	Q1
District Assembly	LR	CVB-S	(75)	Jul-13	O	N/A	\$ (16,875)	Q1
German Wrestlers	LR	CVB-S	(17)	Jul-13	SP	N/A	\$ (3,825)	Q1
MT Energy Day @ MontanaFair	LR	CVB-P		Aug-13	O	N/A	\$ -	Q1
Kercher Family Reunion	LR	CVB	100	Jun-14	O	NH	\$ 22,500	Q1
Big Sky Volleyfest	LR	CVB-P	400	May-14	SP	TBD	\$ 90,000	Q1
Native Am.Housing	NR	CVB-P		Aug-13	O	TBD	\$ -	Q1
Skookum		CVB-P	200	Nov-13	SP	TBD	\$ 45,000	Q1
Reinke Serv. Trng.	NR	CVB-P	70	Aug-13	O	HIS	\$ 15,750	Q1
Red Hat Society	LR	CVB-S	(250)	Aug-13	O	N/A	\$ (56,250)	Q1
Wedding	LR	CVB-S	(15)	Aug-13	O	N/A	\$ (3,375)	Q1
Global Trvl Alliance	LR	CVB-S	(25)	Aug-13	O	N/A	\$ (5,625)	Q1
LDS Church	LR	CVB-S	(300)	Aug-13	O	N/A	\$ (67,500)	Q1
15th Annual Tribal Historic Pres. Conf.	LR	CVB-S	(150)	Aug-13	O	N/A	\$ (33,750)	Q1
MT T-Bone Classic	SR	CVB	150	Sep-13	O	NH	\$ 33,750	Q1
USTA/MTA Tourn	LR	CVB-P	150	Oct-13	SP	ALL	\$ 33,750	Q1
ExxonMobil	LR	CVB-S	(22)	Sep-13	O	N/A	\$ (4,950)	Q1
Black Lung Conv.		CVB-S	(150)	Sep-13	O	N/A	\$ (33,750)	Q1

Billings Clinic	LR	CVB-S	(150)	Sep-13	O	N/A	\$ (33,750)	Q1
Family Reunion	LR	CVB-S	(15)	Sep-13	O	N/A	\$ (3,375)	Q1
Young Prof. Group	LR	CVB-S	(18)	Sep-13	O	N/A	\$ (4,050)	Q1
Spotlight Dance Competition	NR	CVB-P	100	Mar-14	O	HIGM	\$ 22,500	Q1
Montana Meat Processors Assoc.	LR	CVB	450	Sep-15	O	TBD	\$ 101,250	Q1
Aflac Regional Mtg	SR	CVB	300	Jan-14	O	BHR	\$ 67,500	Q1
NILE Cattle Drive	LR	CVB-P		Oct-13	O	TBD	\$ -	Q1
Q1 BOOKED EVENTS		15		Q1 ROOM NIGHTS			3,940	
NAME	ORIGIN	SOURCE	ROOM NIGHTS	MONTH YEAR	TYPE	LOCATION	ECONOMIC IMPACT	QTR. BOOKED
Southern Classic B-Ball Tourn.	LR	CVB-P	450	Dec-13	SP	ALL	\$ 101,250	Q2
MT State Hockey HS Championships	LR	CVB	480	Spring 2014	SP	N/A	\$ 108,000	Q2
2014 Nat'l Indian Health Brd Tribal Pub.Health Summit	NR	CVB-P	1200	Mar-14	O	HIGM	\$ 270,000	Q2
All-American NDN Invitational	LR	CVB	80	Dec-13	O	BHCC	\$ 18,000	Q2
MT Aviation Conf.	SR	CVB-P	1200	Feb-14	O	HIGM, BHCC	\$ 270,000	Q2
Not In Our Town	LR	CVB-P	100	Jun-14	O	CP,NH,BWCT	\$ 22,500	Q2
Bike/Walk Summit	LR	CVB	215	Mar-14	O	TBD	\$ 48,375	Q2
Magic City Soccer	LR	CVB-P	1000	May-15	CW SP	ALL	\$ 225,000	Q2
Q2 BOOKED EVENTS		8		Q2 ROOM NIGHTS			4,725	
TOTAL BOOKINGS		TOTAL ROOM NIGHTS			TOTAL ECONOMIC IMPACT			
23		8,665			\$ 1,949,625			

PENDING BIDS/RFP'S								
NAME	ORIGIN	SOURCE	ROOM NIGHTS	DATE	TYPE	LOCATION	ECONOMIC IMPACT	QTR.
Evangelical Church- Pastors Wives Ret.	TS	CVB	60	Oct-13	O	TBD	\$ 13,500	FY 12/13 Q3
Christian Motorcycle Assoc.	TS	CVB	1800	2015	CW	TBD	\$ 405,000	FY 12/13 Q3
Int'l NOMAD Assoc	LR	CVB	1500	Sep-14 (Dec-13)	CW	TBD	\$ 337,500	FY 12/13 Q4
Swing Dance Group	LR	CVB	600	Jun-14	O	TBD	\$ 135,000	Q1
Keeseekosse Health Department	NR	CVB	300	Aug-13	O	TBD	\$ 67,500	Q1
Outdoor Sports Group	NR	CVB	1200	Jun-14	O	TBD	\$ 270,000	Q1

Bank Conference	NR	CVB	1100	May-14	O	TBD	\$ 247,500	Q1
Northrop Grumman	NR	CVB	115	Jul-14	O	TBD	\$ 25,875	Q1
Winning Touch	NR	CVB	900	Jul-15 (Oct-13)	O	TBD	\$ 202,500	Q1
NIHB/Tribal Public Health Summit	NR	CVB-P	440	Apr-14 (Oct-13)	O	TBD	\$ 99,000	Q1
NAIA 2015/2016 Wmn's Nat'l Chmp.	LR	CVB	1400	Oct-13 (Dec-13)	SP	TBD	\$ 315,000	Q1
2014 Bureau of Indian Affairs Mtng – Tribal Leaders	NR	CVB	300	Jul-14	O	CP, HIGM	\$ 67,500	Q2
GNAC 2015 Men's & Women's Nat'l Chmpship	LR	CVB	600	Mar-15 (Jan-14)	CW SP	CP/BHCC	\$ 135,000	Q2
Military Reunion	NR	CVB	500	Sep-15 (Dec-13)	O	TBD	\$ 112,500	Q2

MEETING AND CONVENTION PROSPECTING	
NAME	
ADT Security Services of Colorado	
National Ins of Corrections	
USPS	
CCR Enterprises of Colorado	
Special District Association of Colorado	
MCA Denver	
New Hope Natural Media	
American Association of CPA s	
Brain Injury Association	
Christian Educators of America	
CRG Events- National Third Party	
Association of Christian Schools	
Northwest Education Library	
American College of Veterinary	
Gang Investigators	
Council on Problem Gambling	
Western Energy Inc.	
Metro America	
Eike Events	

SITE TOURS/FAM TOURS					
NAME	ROOM NIGHTS	YEAR	ACTION	QTR. TOURED	ECONOMIC IMPACT
International NOMAD Assoc.	5	Sep-13	Site Tour Complete	1 FY 2013	\$ 1,125
Christian Motorcycle Assoc.	2	Sep-13	Pending	1 FY 2013	\$ 450
NAIA Representatives		Nov-13	Pending	2 FY 2013	\$ -
OWAA	5	Nov-13	Pending	2 FY 2013	\$ 1,125

LOST BUSINESS			
NAME	REASON	YEAR	LOST TO
Humana- Trng. Sem	N/A	Jul-14	Spokane, WA
Rocky Mtn Int'l- RMI	Close Decision	Apr-14	Missoula, MT
Lindsey Corporation	Air Service Capacity	Aug-13	Sundance Resort, UT
Community Banking Conference	Air Fare Too High	May-14	N/A
2015, 2016 & 2017 NCAA Division II Women's Volleyball Nat'l Championships	N/A- Find out Dec.2013	Dec-15 Dec-16 Dec-17	N/A
2015, 2016 & 2017 NCAA Division II Men's and Women's X-C Reg. Champ.	N/A- Find out Dec.2013	Spring 2015, 2016, & 2017	N/A
2016 & 2017 NCAA Division II Men's and Women's X-C Nat'l Championships	N/A- Find out Dec.2013	Spring 2015, 2016, & 2017	N/A

CANCELLED BUSINESS					

MARKETING INITIATIVES/EXPOSURE/PUBLICITY	
NAME	REASON/RESULTS
Summer Drive Campaign/Concert Craze	June, July & August- Regional focus, meant to offset the airport maintenance project by enticing our drive market
Facebook Photo Contest- (#Billings #MontanaMoment)	July- Brand Life/Leisure Exposure
Brewery Tour	September and October- Regional Value Season Campaign Promoting the Walking Brewery Tour
Mingle Bells	November and December- Leisure Holiday Campaign Promoting Shopping, Eating, and Staying in Billings

EVENTS ATTENDED			
NAME	LOCATION	STAFF	REASON
Institute	Los Angeles, CA	AT	Professional Devel.
Northwest Regional Tribal Headstart Convention	Spokane, WA	TK	Attendance Building
Connect Marketplace	Milwaukee, WI	TK	Tradeshow
State Treasurer's Association	Fairmont, MT	TK	Attendance Building
Connect Sports	Milwaukee, WI	CF	Tradeshow



Regions/CVB's Meeting	Helena, MT	AT	State Updates
Small Markets Meeting	Sioux Falls, SD	SW	Tradeshow
Tourism Advisory Council Meeting	Glasgow, MT	AT, JB	State Updates

KEY

ORIGIN CATEGORIES: **TS-** Tradeshow; **LR-** Local Referral; **SR-** State Referral; **NR-** National Referral; **P-** Prospecting

SOURCE CATEGORIES: **CVB-** Originated from CVB; **CVB-P-** Partnered with other entity; **CVB-S-** Serviced by the CVB- room nights will be shown in parenthesis

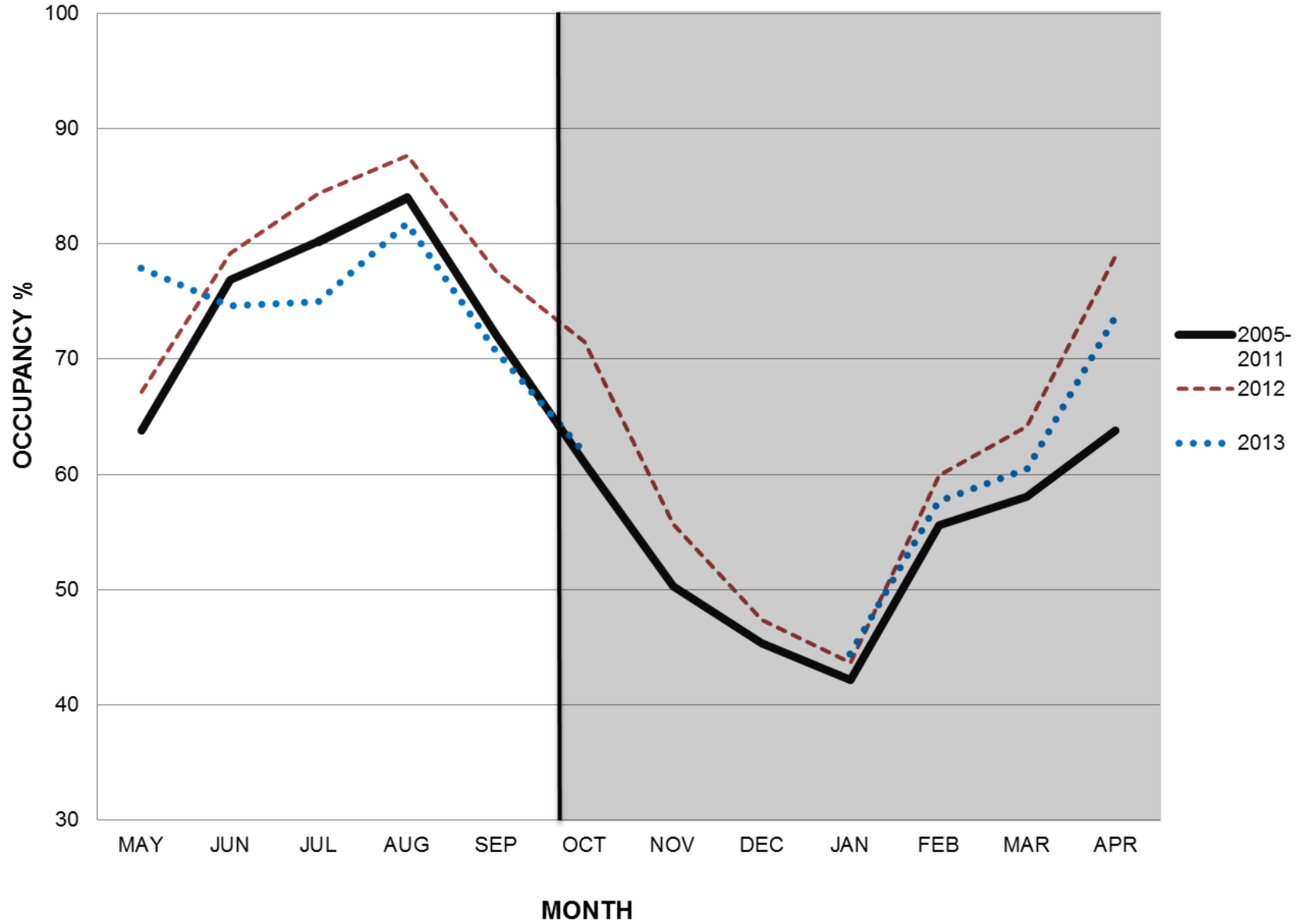
TYPE CATEGORIES: **CW-** Citywide Booking; **SP -** Sports Booking; **CWSP-** Citywide Sport Booking; **O-** Other Booking

PENDING RFPs/Bids: Date in parenthesis denotes the expected decision date.

ECONOMIC IMPACT FORMULA: \$225/Room Night

PROPERTY KEY: **CP-** Crowne Plaza; **BHCC-** Billings Hotel & Convention Center; **HGI-** Hilton Garden Inn; **HIGM-** Holiday Inn Grand Montana; **BWCT-** Best Western Clock Tower Inn; **BHR-** Bighorn Resort; **KELLY-** Kelly Inn & Suites; **HIS-** Hampton Inn & Suites; **LX-** Lexington **NH-** Northern Hotel

BILLINGS ROOM OCCUPANCY COMPARISON OF VALUE VS. HIGH SEASONS 2005-PRESENT





**FINANCIAL REPORT
JUNE 30, 2013 AND 2012**

SCHAFFER & ASSOCIATES, P.C.
CERTIFIED PUBLIC ACCOUNTANT
1643 LEWIS AVENUE
SUITE 211
BILLINGS, MONTANA 59102

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INDEPENDENT ACCOUNTANT'S REVIEW REPORT

To the Board of Directors
Billings Tourism Business Improvement District
Billings, Montana

We have reviewed the accompanying statement of assets, liabilities, and net assets-modified cash basis of the Billings Tourism Business Improvement District (a nonprofit corporation) as of June 30, 2013 and 2012, and the related statements of revenues, expenses, and other changes in net assets-modified cash basis for the years then ended. A review includes primarily applying analytical procedures to management's financial data and making inquiries of Organization management. A review is substantially less in scope than an audit, the objective of which is the expression of an opinion regarding the financial statements as a whole. Accordingly, we do not express such an opinion.

Management is responsible for the preparation and fair presentation of the financial statements in accordance with the modified cash basis of accounting and for designing, implementing, and maintaining internal control relevant to the preparation and fair presentation of the financial statements.

Our responsibility is to conduct the review in accordance with Statements on Standards for Accounting and Review Services issued by the American Institute of Certified Public Accountants. Those standards require us to perform procedures to obtain limited assurance that there are no material modifications that should be made to the financial statements. We believe that the results of our procedures provide a reasonable basis for our report.

Based on our review, we are not aware of any material modifications that should be made to the accompanying financial statements in order for them to be in conformity with the modified cash basis of accounting, as described in Note 1.

Billings, Montana
November __, 2013

BASIC FINANCIAL STATEMENTS

BILLINGS TOURISM BUSINESS IMPROVEMENT DISTRICT
 STATEMENTS OF ASSETS, LIABILITIES AND NET ASSETS –
 MODIFIED CASH BASIS
 June 30, 2013 and 2012

	2013	2012
<u>ASSETS</u>		
Cash and cash equivalents	\$ 227,514	\$ 665,254
Total current assets	227,514	665,254
Property and equipment, net	14,004	10,091
Total assets	\$ 241,518	\$ 675,345
<u>LIABILITIES AND NET ASSETS</u>		
<u>NET ASSETS</u>		
Unrestricted	\$ 241,518	\$ 675,345
Total net assets	241,518	675,345
Total liabilities and net assets	\$ 241,518	\$ 675,345

See Accompanying Notes and Independent Accountant's Review Report

**BILLINGS TOURISM BUSINESS IMPROVEMENT DISTRICT
STATEMENTS OF REVENUES, EXPENSES, OTHER CHANGES IN
NET ASSETS – MODIFIED CASH BASIS
Years ended June 30, 2013 and 2012**

	2013	2012
CHANGES IN UNRESTRICTED NET ASSETS		
Unrestricted revenues:		
Assessments collected	\$ 433,478	\$ 1,225,822
Miscellaneous revenue	2,251	6,197
Total unrestricted revenues	435,729	1,232,019
Unrestricted expenses:		
Program services:		
Advertising	243,050	221,123
Depreciation	4,174	3,745
Insurance	2,062	2,062
Materials and supplies	84,711	43,292
Meetings	5,930	5,183
Miscellaneous	7,581	3,785
Opportunity	59,841	23,017
Postage	2,933	1,646
Professional fees	15,289	11,895
Publicity	18,267	3,168
Repairs and maintenance	3,716	3,879
Salary and benefits	210,708	169,970
Sales mission	109,765	66,799
Tradeshows and conventions	48,052	41,311
Training	11,252	5,288
Website	42,225	32,448
Total unrestricted expenses	869,556	638,611
(Decrease) Increase in unrestricted net assets	(433,827)	593,408
Net assets, beginning of year	675,345	81,937
Net assets, end of year	\$ 241,518	\$ 675,345

See Accompanying Notes and Independent Accountant's Review Report

BILLINGS TOURISM BUSINESS IMPROVEMENT DISTRICT
NOTES TO FINANCIAL STATEMENTS
June 30, 2013 and 2012

NOTE 1. ORGANIZATION AND SIGNIFICANT ACCOUNTING POLICIES

Nature of Activities:

Billings Tourism Business Improvement District (the Organization) is a nonprofit organization formed to generate room nights for lodging facilities in the City of Billings, Montana, by effectively marketing the region as a preferred travel destination. The Organization was established under the City of Billings, Montana, as a pass-through entity. The City of Billings appoints the Organization's board of trustees and reviews and approves the Organization's work plan and budget annually.

Basis of Accounting:

The accompanying financial statements have been prepared on the modified cash basis. Generally, under the modified cash basis of accounting, revenue is recognized when received rather than when earned and expenses are recognized when paid rather than when the obligation is incurred. The Organization capitalizes property and equipment purchases and records depreciation over assets' estimated useful lives.

Cash and Cash Equivalents:

The Organization considers all highly liquid investments with an original maturity of three months or less to be cash equivalents. Periodically, cash balances are in excess of FDIC insurance limitations.

The Organization's cash balances are significantly lower at June 30, 2013 as compared to June 30, 2012 primarily due to the timing of collecting lodging assessments from the local government.

Property and Equipment:

Property and equipment is stated at cost if purchased, or fair market value if donated. The Organization's policy is to capitalize asset purchases in excess of \$500. Depreciation is computed using the straight-line method over the estimated lives as follows:

Computer equipment	3 years
Software	5 years
Furniture and fixtures	10 years

Depreciation expense for the years ended June 30, 2013 and 2012 was \$4,174 and \$3,745, respectively.

BILLINGS TOURISM BUSINESS IMPROVEMENT DISTRICT
NOTES TO FINANCIAL STATEMENTS (CONTINUED)
June 30, 2013 and 2012

**NOTE 1. ORGANIZATION AND SIGNIFICANT ACCOUNTING POLICIES
(CONTINUED)**

Revenue Recognition:

The Organization's revenues are primarily generated from quarterly assessments of lodging facilities in the City of Billings, Montana, that are required to collect nightly assessments from their guests on behalf of the Billings Tourism Business Improvement District. The Organization records such amounts as revenue when they are received. The nightly assessment rates are determined by the City of Billings.

The Organization's revenues are significantly lower for the year ended June 30, 2013 as compared to the year ended June 30, 2012 primarily due to the timing of collecting lodging assessments from the local government.

Advertising Costs:

Costs incurred for producing and distributing advertising and other marketing activities are expensed as incurred. Advertising expense for the years ended June 30, 2013 and 2012 was \$243,050 and \$221,123, respectively.

Functional Allocation of Expenses:

The Organization records all of its expenses under program services. General and administrative expenses from supporting services are provided to the Organization as in-kind contributions from a related entity and are not included in the financial statements (See Note 3).

Income Taxes:

The Organization is exempt from income taxes under Section 501(c)(6) of the Internal Revenue Code for all activities.

The Organization is no longer subject to examinations by federal tax authorities for years before 2010 and state tax authorities for years before 2008.

Estimates:

The preparation of financial statements requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Actual results could differ from those estimates.

Subsequent Events:

Management has evaluated subsequent events through November __, 2013, the date which the financial statements were available for issue.

BILLINGS TOURISM BUSINESS IMPROVEMENT DISTRICT
 NOTES TO FINANCIAL STATEMENTS (CONTINUED)
 June 30, 2013 and 2012

NOTE 1. ORGANIZATION AND SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Net Assets:

The Organization reports information regarding its financial position and activities according to three classes of net assets described as follows:

Unrestricted Net Assets – assets resulting from collection of lodging assessments, receiving unrestricted contributions, and earning dividends and interest from investing in income-producing assets; less expenses incurred in providing services.

Temporarily Restricted Net Assets – assets designed for support of particular operating activities, investment for a specified term, use in a specific future period, or acquisition of long lived assets. The Organization has not been the recipient of any temporarily restricted donations.

Permanently Restricted Net Assets – assets, such as land, donated with stipulations that they may be used for a specified purpose, be preserved and not be sold; or assets donated with stipulations that they be invested to provide a permanent source of income. The Organization has not been the recipient of any permanently restricted donations.

NOTE 2. PROPERTY AND EQUIPMENT

Property and equipment consists of the following at June 30, 2013 and 2012:

	<u>2013</u>	<u>2012</u>
Software	\$ 8,913	\$ 8,913
Furniture and fixtures	5,828	5,828
Computer equipment	15,207	7,120
	<u>29,948</u>	<u>21,861</u>
Less - accumulated depreciation	(15,944)	(11,770)
	<u>\$ 14,004</u>	<u>\$ 10,091</u>

BILLINGS TOURISM BUSINESS IMPROVEMENT DISTRICT
NOTES TO FINANCIAL STATEMENTS (CONTINUED)
June 30, 2013 and 2012

NOTE 3. RELATED PARTY AGREEMENT

The Organization has an agreement with the Billings Area Chamber of Commerce (Chamber), a related party, where the Chamber provides supporting services, office space, furniture and supplies to the Organization.

Under this agreement, the Chamber's employees provide certain services to the Organization at no cost, which include activities related to government affairs, event planning, and reception related activities. In addition, the Chamber's president acts as president of the Billings Tourism Business Improvement District at no cost. Other items provided at no cost by the Chamber include the use of office space, office equipment, and other office services as required. The value of these services has not been determined by the Organization and is not reflected in the accompanying financial statements since the Organization follows the modified cash basis of accounting.

The agreement also allows the Organization to reimburse the Chamber for certain costs related to additional office equipment, supplies, or services if such terms are agreed to by both parties.

The Chamber also has employees that provide full-time services to the Organization in accordance with this agreement. Expenses incurred for these employees are reimbursed to the Chamber on a monthly basis. During the year ended June 30, 2013 and 2012, the Organization reimbursed \$219,799 and \$173,054 of such costs to the Chamber, respectively.

Return of Organization Exempt From Income Tax
 Under section 501(c), 527, or 4947(a)(1) of the Internal Revenue Code (except black lung
 benefit trust or private foundation)
 ▶ The organization may have to use a copy of this return to satisfy state reporting requirements.

OMB No. 1545-0047

2012
Open to Public Inspection

A For the 2012 calendar year, or tax year beginning 07/01/12, and ending 06/30/13

- B** Check if applicable:
- Address change
 - Name change
 - Initial return
 - Terminated
 - Amended return
 - Application pending

C Name of organization **BILLINGS TOURISM BUSINESS IMPROVEMENT DISTRICT**

Doing Business As

Number and street (or P.O. box if mail is not delivered to street address) **815 SOUTH 27TH STREET**

Room/suite

City, town or post office, state, and ZIP code **BILLINGS MT 59101**

D Employer identification number **26-1566537**

E Telephone number

G Gross receipts \$ **435,729**

F Name and address of principal officer:
JOHN BREWER
815 SOUTH 27TH STREET
BILLINGS MT 59101

H(a) Is this a group return for affiliates? Yes No

H(b) Are all affiliates included? Yes No
 If "No," attach a list. (see instructions)

I Tax-exempt status: 501(c)(3) 501(c) (**6**) ◀ (insert no.) 4947(a)(1) or 527

J Website: ▶ **N/A**

H(c) Group exemption number ▶

K Form of organization: Corporation Trust Association Other ▶

L Year of formation: **2007** **M** State of legal domicile: **MT**

Part I Summary

Activities & Governance	1 Briefly describe the organization's mission or most significant activities: TO GENERATE ROOM NIGHTS FOR LODGING FACILITIES IN THE CITY OF BILLINGS BY EFFECTIVELY MARKETING THE BILLINGS, MT REGION AS A PREFERRED TRAVEL DESTINATION.		
	2 Check this box <input type="checkbox"/> if the organization discontinued its operations or disposed of more than 25% of its net assets.		
	3 Number of voting members of the governing body (Part VI, line 1a)	3	7
	4 Number of independent voting members of the governing body (Part VI, line 1b)	4	7
	5 Total number of individuals employed in calendar year 2012 (Part V, line 2a)	5	0
	6 Total number of volunteers (estimate if necessary)	6	0
	7a Total unrelated business revenue from Part VIII, column (C), line 12	7a	0
b Net unrelated business taxable income from Form 990-T, line 34	7b	0	
Revenue	8 Contributions and grants (Part VIII, line 1h)	Prior Year 1,225,822	Current Year 433,478
	9 Program service revenue (Part VIII, line 2g)	0	0
	10 Investment income (Part VIII, column (A), lines 3, 4, and 7d)	6,197	2,251
	11 Other revenue (Part VIII, column (A), lines 5, 6d, 8c, 9c, 10c, and 11e)	0	0
	12 Total revenue – add lines 8 through 11 (must equal Part VIII, column (A), line 12)	1,232,019	435,729
Expenses	13 Grants and similar amounts paid (Part IX, column (A), lines 1–3)	0	0
	14 Benefits paid to or for members (Part IX, column (A), line 4)	0	0
	15 Salaries, other compensation, employee benefits (Part IX, column (A), lines 5–10)	0	0
	16a Professional fundraising fees (Part IX, column (A), line 11e)	0	0
	b Total fundraising expenses (Part IX, column (D), line 25) ▶ 0	0	0
17 Other expenses (Part IX, column (A), lines 11a–11d, 11f–24e)	638,611	869,557	
18 Total expenses. Add lines 13–17 (must equal Part IX, column (A), line 25)	638,611	869,557	
19 Revenue less expenses. Subtract line 18 from line 12	593,408	-433,828	
Net Assets or Fund Balances	20 Total assets (Part X, line 16)	Beginning of Current Year 675,345	End of Year 241,517
	21 Total liabilities (Part X, line 26)	0	0
	22 Net assets or fund balances. Subtract line 21 from line 20	675,345	241,517

Part II Signature Block

Under penalties of perjury, I declare that I have examined this return, including accompanying schedules and statements, and to the best of my knowledge and belief, it is true, correct, and complete. Declaration of preparer (other than officer) is based on all information of which preparer has any knowledge.

Sign Here

Signature of officer: **JOHN BREWER** Date: _____
 Type or print name and title: **CEO**

Paid Preparer Use Only

Print/Type preparer's name: **Matthew J. Schafer** Preparer's signature: _____ Date: **12/02/13** Check if self-employed PTIN: _____

Firm's name ▶ **Schafer & Associates PC** Firm's EIN ▶ _____
 Firm's address ▶ **1643 Lewis Ave., Suite 211 Billings, MT 59102** Phone no. **406-259-6494**

May the IRS discuss this return with the preparer shown above? (see instructions) Yes No

Part III Statement of Program Service Accomplishments

Check if Schedule O contains a response to any question in this Part III

1 Briefly describe the organization's mission:

TO GENERATE ROOM NIGHTS FOR LODGING FACILITIES IN THE CITY OF BILLINGS BY EFFECTIVELY MARKETING THE BILLINGS, MT REGION AS A PREFERRED TRAVEL DESTINATION.

2 Did the organization undertake any significant program services during the year which were not listed on the prior Form 990 or 990-EZ? Yes No

If "Yes," describe these new services on Schedule O.

3 Did the organization cease conducting, or make significant changes in how it conducts, any program services? Yes No

If "Yes," describe these changes on Schedule O.

4 Describe the organization's program service accomplishments for each of its three largest program services, as measured by expenses. Section 501(c)(3) and 501(c)(4) organizations are required to report the amount of grants and allocations to others, the total expenses, and revenue, if any, for each program service reported.

4a (Code:) (Expenses \$ including grants of\$) (Revenue \$)

THE ORGANIZATION GENERATES REVENUE TO MARKET THE AREA AS A PREFERRED TRAVEL DESTINATION FOR VISITORS IN ORDER TO CONTRIBUTE TO THE ECONOMIC AND CULTURAL GROWTH OF BILLINGS.

4b (Code:) (Expenses \$ including grants of\$) (Revenue \$)

4c (Code:) (Expenses \$ including grants of\$) (Revenue \$)

4d Other program services. (Describe in Schedule O.)

(Expenses \$ including grants of\$) (Revenue \$)

4e Total program service expenses ▶

Part IV Checklist of Required Schedules

		Yes	No
1	Is the organization described in section 501(c)(3) or 4947(a)(1) (other than a private foundation)? If "Yes," complete Schedule A		X
2	Is the organization required to complete Schedule B, Schedule of Contributors (see instructions)?		X
3	Did the organization engage in direct or indirect political campaign activities on behalf of or in opposition to candidates for public office? If "Yes," complete Schedule C, Part I		X
4	Section 501(c)(3) organizations. Did the organization engage in lobbying activities, or have a section 501(h) election in effect during the tax year? If "Yes," complete Schedule C, Part II		
5	Is the organization a section 501(c)(4), 501(c)(5), or 501(c)(6) organization that receives membership dues, assessments, or similar amounts as defined in Revenue Procedure 98-19? If "Yes," complete Schedule C, Part III		X
6	Did the organization maintain any donor advised funds or any similar funds or accounts for which donors have the right to provide advice on the distribution or investment of amounts in such funds or accounts? If "Yes," complete Schedule D, Part I		X
7	Did the organization receive or hold a conservation easement, including easements to preserve open space, the environment, historic land areas, or historic structures? If "Yes," complete Schedule D, Part II		X
8	Did the organization maintain collections of works of art, historical treasures, or other similar assets? If "Yes," complete Schedule D, Part III		X
9	Did the organization report an amount in Part X, line 21, for escrow or custodial account liability; serve as a custodian for amounts not listed in Part X; or provide credit counseling, debt management, credit repair, or debt negotiation services? If "Yes," complete Schedule D, Part IV		X
10	Did the organization, directly or through a related organization, hold assets in temporarily restricted endowments, permanent endowments, or quasi-endowments? If "Yes," complete Schedule D, Part V		X
11	If the organization's answer to any of the following questions is "Yes," then complete Schedule D, Parts VI, VII, VIII, IX, or X as applicable.		
a	Did the organization report an amount for land, buildings, and equipment in Part X, line 10? If "Yes," complete Schedule D, Part VI	X	
b	Did the organization report an amount for investments—other securities in Part X, line 12 that is 5% or more of its total assets reported in Part X, line 16? If "Yes," complete Schedule D, Part VII		X
c	Did the organization report an amount for investments—program related in Part X, line 13 that is 5% or more of its total assets reported in Part X, line 16? If "Yes," complete Schedule D, Part VIII		X
d	Did the organization report an amount for other assets in Part X, line 15 that is 5% or more of its total assets reported in Part X, line 16? If "Yes," complete Schedule D, Part IX		X
e	Did the organization report an amount for other liabilities in Part X, line 25? If "Yes," complete Schedule D, Part X		X
f	Did the organization's separate or consolidated financial statements for the tax year include a footnote that addresses the organization's liability for uncertain tax positions under FIN 48 (ASC 740)? If "Yes," complete Schedule D, Part X		X
12a	Did the organization obtain separate, independent audited financial statements for the tax year? If "Yes," complete Schedule D, Parts XI and XII		X
b	Was the organization included in consolidated, independent audited financial statements for the tax year? If "Yes," and if the organization answered "No" to line 12a, then completing Schedule D, Parts XI and XII is optional		X
13	Is the organization a school described in section 170(b)(1)(A)(ii)? If "Yes," complete Schedule E		X
14a	Did the organization maintain an office, employees, or agents outside of the United States?		X
b	Did the organization have aggregate revenues or expenses of more than \$10,000 from grantmaking, fundraising, business, investment, and program service activities outside the United States, or aggregate foreign investments valued at \$100,000 or more? If "Yes," complete Schedule F, Parts I and IV		X
15	Did the organization report on Part IX, column (A), line 3, more than \$5,000 of grants or assistance to any organization or entity located outside the United States? If "Yes," complete Schedule F, Parts II and IV		X
16	Did the organization report on Part IX, column (A), line 3, more than \$5,000 of aggregate grants or assistance to individuals located outside the United States? If "Yes," complete Schedule F, Parts III and IV		X
17	Did the organization report a total of more than \$15,000 of expenses for professional fundraising services on Part IX, column (A), lines 6 and 11e? If "Yes," complete Schedule G, Part I (see instructions)		X
18	Did the organization report more than \$15,000 total of fundraising event gross income and contributions on Part VIII, lines 1c and 8a? If "Yes," complete Schedule G, Part II		X
19	Did the organization report more than \$15,000 of gross income from gaming activities on Part VIII, line 9a? If "Yes," complete Schedule G, Part III		X
20a	Did the organization operate one or more hospital facilities? If "Yes," complete Schedule H		X
b	If "Yes" to line 20a, did the organization attach a copy of its audited financial statements to this return?		

Part IV Checklist of Required Schedules (continued)

		Yes	No
21	Did the organization report more than \$5,000 of grants and other assistance to any government or organization in the United States on Part IX, column (A), line 1? If "Yes," complete Schedule I, Parts I and II		X
22	Did the organization report more than \$5,000 of grants and other assistance to individuals in the United States on Part IX, column (A), line 2? If "Yes," complete Schedule I, Parts I and III		X
23	Did the organization answer "Yes" to Part VII, Section A, line 3, 4, or 5 about compensation of the organization's current and former officers, directors, trustees, key employees, and highest compensated employees? If "Yes," complete Schedule J		X
24a	Did the organization have a tax-exempt bond issue with an outstanding principal amount of more than \$100,000 as of the last day of the year, that was issued after December 31, 2002? If "Yes," answer lines 24b through 24d and complete Schedule K. If "No," go to line 25		X
b	Did the organization invest any proceeds of tax-exempt bonds beyond a temporary period exception?		
c	Did the organization maintain an escrow account other than a refunding escrow at any time during the year to defease any tax-exempt bonds?		
d	Did the organization act as an "on behalf of" issuer for bonds outstanding at any time during the year?		
25a	Section 501(c)(3) and 501(c)(4) organizations. Did the organization engage in an excess benefit transaction with a disqualified person during the year? If "Yes," complete Schedule L, Part I		
b	Is the organization aware that it engaged in an excess benefit transaction with a disqualified person in a prior year, and that the transaction has not been reported on any of the organization's prior Forms 990 or 990-EZ? If "Yes," complete Schedule L, Part I		
26	Was a loan to or by a current or former officer, director, trustee, key employee, highest compensated employee, or disqualified person outstanding as of the end of the organization's tax year? If "Yes," complete Schedule L, Part II		X
27	Did the organization provide a grant or other assistance to an officer, director, trustee, key employee, substantial contributor or employee thereof, a grant selection committee member, or to a 35% controlled entity or family member of any of these persons? If "Yes," complete Schedule L, Part III		X
28	Was the organization a party to a business transaction with one of the following parties (see Schedule L, Part IV instructions for applicable filing thresholds, conditions, and exceptions):		
a	A current or former officer, director, trustee, or key employee? If "Yes," complete Schedule L, Part IV		X
b	A family member of a current or former officer, director, trustee, or key employee? If "Yes," complete Schedule L, Part IV		X
c	An entity of which a current or former officer, director, trustee, or key employee (or a family member thereof) was an officer, director, trustee, or direct or indirect owner? If "Yes," complete Schedule L, Part IV		X
29	Did the organization receive more than \$25,000 in non-cash contributions? If "Yes," complete Schedule M		X
30	Did the organization receive contributions of art, historical treasures, or other similar assets, or qualified conservation contributions? If "Yes," complete Schedule M		X
31	Did the organization liquidate, terminate, or dissolve and cease operations? If "Yes," complete Schedule N, Part I		X
32	Did the organization sell, exchange, dispose of, or transfer more than 25% of its net assets? If "Yes," complete Schedule N, Part II		X
33	Did the organization own 100% of an entity disregarded as separate from the organization under Regulations sections 301.7701-2 and 301.7701-3? If "Yes," complete Schedule R, Part I		X
34	Was the organization related to any tax-exempt or taxable entity? If "Yes," complete Schedule R, Parts II, III, or IV, and Part V, line 1	X	
35a	Did the organization have a controlled entity within the meaning of section 512(b)(13)?		X
b	If "Yes" to line 35a, did the organization receive any payment from or engage in any transaction with a controlled entity within the meaning of section 512(b)(13)? If "Yes," complete Schedule R, Part V, line 2		
36	Section 501(c)(3) organizations. Did the organization make any transfers to an exempt non-charitable related organization? If "Yes," complete Schedule R, Part V, line 2		
37	Did the organization conduct more than 5% of its activities through an entity that is not a related organization and that is treated as a partnership for federal income tax purposes? If "Yes," complete Schedule R, Part VI		X
38	Did the organization complete Schedule O and provide explanations in Schedule O for Part VI, lines 11b and 19? Note. All Form 990 filers are required to complete Schedule O	X	

Part V Statements Regarding Other IRS Filings and Tax Compliance

Check if Schedule O contains a response to any question in this Part V

		Yes	No
1a	Enter the number reported in Box 3 of Form 1096. Enter -0- if not applicable	1a	1
b	Enter the number of Forms W-2G included in line 1a. Enter -0- if not applicable	1b	0
c	Did the organization comply with backup withholding rules for reportable payments to vendors and reportable gaming (gambling) winnings to prize winners?	1c	X
2a	Enter the number of employees reported on Form W-3, Transmittal of Wage and Tax Statements, filed for the calendar year ending with or within the year covered by this return	2a	0
b	If at least one is reported on line 2a, did the organization file all required federal employment tax returns? Note. If the sum of lines 1a and 2a is greater than 250, you may be required to e-file (see instructions)	2b	
3a	Did the organization have unrelated business gross income of \$1,000 or more during the year?	3a	X
b	If "Yes," has it filed a Form 990-T for this year? If "No," provide an explanation in Schedule O	3b	
4a	At any time during the calendar year, did the organization have an interest in, or a signature or other authority over, a financial account in a foreign country (such as a bank account, securities account, or other financial account)?	4a	X
b	If "Yes," enter the name of the foreign country: ▶ See instructions for filing requirements for Form TD F 90-22.1, Report of Foreign Bank and Financial Accounts.		
5a	Was the organization a party to a prohibited tax shelter transaction at any time during the tax year?	5a	X
b	Did any taxable party notify the organization that it was or is a party to a prohibited tax shelter transaction?	5b	X
c	If "Yes" to line 5a or 5b, did the organization file Form 8886-T?	5c	
6a	Does the organization have annual gross receipts that are normally greater than \$100,000, and did the organization solicit any contributions that were not tax deductible as charitable contributions?	6a	X
b	If "Yes," did the organization include with every solicitation an express statement that such contributions or gifts were not tax deductible?	6b	
7	Organizations that may receive deductible contributions under section 170(c).		
a	Did the organization receive a payment in excess of \$75 made partly as a contribution and partly for goods and services provided to the payor?	7a	
b	If "Yes," did the organization notify the donor of the value of the goods or services provided?	7b	
c	Did the organization sell, exchange, or otherwise dispose of tangible personal property for which it was required to file Form 8282?	7c	
d	If "Yes," indicate the number of Forms 8282 filed during the year	7d	
e	Did the organization receive any funds, directly or indirectly, to pay premiums on a personal benefit contract?	7e	
f	Did the organization, during the year, pay premiums, directly or indirectly, on a personal benefit contract?	7f	
g	If the organization received a contribution of qualified intellectual property, did the organization file Form 8899 as required?	7g	
h	If the organization received a contribution of cars, boats, airplanes, or other vehicles, did the organization file a Form 1098-C?	7h	
8	Sponsoring organizations maintaining donor advised funds and section 509(a)(3) supporting organizations. Did the supporting organization, or a donor advised fund maintained by a sponsoring organization, have excess business holdings at any time during the year?	8	
9	Sponsoring organizations maintaining donor advised funds.		
a	Did the organization make any taxable distributions under section 4966?	9a	
b	Did the organization make a distribution to a donor, donor advisor, or related person?	9b	
10	Section 501(c)(7) organizations. Enter:		
a	Initiation fees and capital contributions included on Part VIII, line 12	10a	
b	Gross receipts, included on Form 990, Part VIII, line 12, for public use of club facilities	10b	
11	Section 501(c)(12) organizations. Enter:		
a	Gross income from members or shareholders	11a	
b	Gross income from other sources (Do not net amounts due or paid to other sources against amounts due or received from them.)	11b	
12a	Section 4947(a)(1) non-exempt charitable trusts. Is the organization filing Form 990 in lieu of Form 1041?	12a	
b	If "Yes," enter the amount of tax-exempt interest received or accrued during the year	12b	
13	Section 501(c)(29) qualified nonprofit health insurance issuers.		
a	Is the organization licensed to issue qualified health plans in more than one state? Note. See the instructions for additional information the organization must report on Schedule O.	13a	
b	Enter the amount of reserves the organization is required to maintain by the states in which the organization is licensed to issue qualified health plans	13b	
c	Enter the amount of reserves on hand	13c	
14a	Did the organization receive any payments for indoor tanning services during the tax year?	14a	X
b	If "Yes," has it filed a Form 720 to report these payments? If "No," provide an explanation in Schedule O	14b	

Part VI Governance, Management, and Disclosure For each "Yes" response to lines 2 through 7b below, and for a "No" response to line 8a, 8b, or 10b below, describe the circumstances, processes, or changes in Schedule O. See instructions. Check if Schedule O contains a response to any question in this Part VI

Section A. Governing Body and Management

		Yes	No
1a	Enter the number of voting members of the governing body at the end of the tax year If there are material differences in voting rights among members of the governing body, or if the governing body delegated broad authority to an executive committee or similar committee, explain in Schedule O.		
1b	Enter the number of voting members included in line 1a, above, who are independent		
2	Did any officer, director, trustee, or key employee have a family relationship or a business relationship with any other officer, director, trustee, or key employee?		X
3	Did the organization delegate control over management duties customarily performed by or under the direct supervision of officers, directors, or trustees, or key employees to a management company or other person?	X	
4	Did the organization make any significant changes to its governing documents since the prior Form 990 was filed?		X
5	Did the organization become aware during the year of a significant diversion of the organization's assets?		X
6	Did the organization have members or stockholders?		X
7a	Did the organization have members, stockholders, or other persons who had the power to elect or appoint one or more members of the governing body?		X
7b	Are any governance decisions of the organization reserved to (or subject to approval by) members, stockholders, or persons other than the governing body?		X
8	Did the organization contemporaneously document the meetings held or written actions undertaken during the year by the following:		
8a	The governing body?	X	
8b	Each committee with authority to act on behalf of the governing body?	X	
9	Is there any officer, director, trustee, or key employee listed in Part VII, Section A, who cannot be reached at the organization's mailing address? If "Yes," provide the names and addresses in Schedule O		X

Section B. Policies (This Section B requests information about policies not required by the Internal Revenue Code.)

		Yes	No
10a	Did the organization have local chapters, branches, or affiliates?		X
10b	If "Yes," did the organization have written policies and procedures governing the activities of such chapters, affiliates, and branches to ensure their operations are consistent with the organization's exempt purposes?		
11a	Has the organization provided a complete copy of this Form 990 to all members of its governing body before filing the form?	X	
11b	Describe in Schedule O the process, if any, used by the organization to review this Form 990.		
12a	Did the organization have a written conflict of interest policy? If "No," go to line 13	X	
12b	Were officers, directors, or trustees, and key employees required to disclose annually interests that could give rise to conflicts?		X
12c	Did the organization regularly and consistently monitor and enforce compliance with the policy? If "Yes," describe in Schedule O how this was done	X	
13	Did the organization have a written whistleblower policy?		X
14	Did the organization have a written document retention and destruction policy?		X
15	Did the process for determining compensation of the following persons include a review and approval by independent persons, comparability data, and contemporaneous substantiation of the deliberation and decision?		
15a	The organization's CEO, Executive Director, or top management official		X
15b	Other officers or key employees of the organization		X
	If "Yes" to line 15a or 15b, describe the process in Schedule O (see instructions).		
16a	Did the organization invest in, contribute assets to, or participate in a joint venture or similar arrangement with a taxable entity during the year?		X
16b	If "Yes," did the organization follow a written policy or procedure requiring the organization to evaluate its participation in joint venture arrangements under applicable federal tax law, and take steps to safeguard the organization's exempt status with respect to such arrangements?		

Section C. Disclosure

- 17** List the states with which a copy of this Form 990 is required to be filed **None**
- 18** Section 6104 requires an organization to make its Forms 1023 (or 1024 if applicable), 990, and 990-T (Section 501(c)(3)s only) available for public inspection. Indicate how you made these available. Check all that apply.
 Own website Another's website Upon request Other (explain in Schedule O)
- 19** Describe in Schedule O whether (and if so, how), the organization made its governing documents, conflict of interest policy, and financial statements available to the public during the tax year.
- 20** State the name, physical address, and telephone number of the person who possesses the books and records of the organization: **BILLINGS CHAMBER OF COMMERCE 815 SOUTH 27TH STREET**

BILLINGS

MT 59101

406-245-4111

Part VII Compensation of Officers, Directors, Trustees, Key Employees, Highest Compensated Employees, and Independent Contractors

Check if Schedule O contains a response to any question in this Part VII

Section A. Officers, Directors, Trustees, Key Employees, and Highest Compensated Employees

1a Complete this table for all persons required to be listed. Report compensation for the calendar year ending with or within the organization's tax year.

- List all of the organization's **current** officers, directors, trustees (whether individuals or organizations), regardless of amount of compensation. Enter -0- in columns (D), (E), and (F) if no compensation was paid.
 - List all of the organization's **current** key employees, if any. See instructions for definition of "key employee."
 - List the organization's five **current** highest compensated employees (other than an officer, director, trustee, or key employee) who received reportable compensation (Box 5 of Form W-2 and/or Box 7 of Form 1099-MISC) of more than \$100,000 from the organization and any related organizations.
 - List all of the organization's **former** officers, key employees, and highest compensated employees who received more than \$100,000 of reportable compensation from the organization and any related organizations.
 - List all of the organization's **former directors or trustees** that received, in the capacity as a former director or trustee of the organization, more than \$10,000 of reportable compensation from the organization and any related organizations.
- List persons in the following order: individual trustees or directors; institutional trustees; officers; key employees; highest compensated employees; and former such persons.

Check this box if neither the organization nor any related organizations compensated any current officer, director, or trustee.

(A) Name and Title	(B) Average hours per week (list any hours for related organizations below dotted line)	(C) Position (do not check more than one box, unless person is both an officer and a director/trustee)						(D) Reportable compensation from the organization (W-2/1099-MISC)	(E) Reportable compensation from related organizations (W-2/1099-MISC)	(F) Estimated amount of other compensation from the organization and related organizations
		Individual trustee or director	Institutional trustee	Officer	Key employee	Highest compensated employee	Former			
(1) STEVE WAHRLICH BOARD CHAIR	2.00 0.00	X		X				0	0	0
(2) GINNY HART TREASURER	2.00 0.00	X		X				0	0	0
(3) JOYCE BRATLAND BOARD MEMBER	2.00 0.00	X						0	0	0
(4) BEN KERNS BOARD MEMBER	2.00 0.00	X						0	0	0
(5) SHELLI MANN BOARD VICE CHAIR	2.00 0.00	X		X				0	0	0
(6) CHRIS ERVIN EX-OFFICIO MEMBER	2.00 0.00	X						0	0	0
(7) RON SPENCE BOARD MEMBER	2.00 0.00	X						0	0	0
(8) LARELL BALDWIN BOARD MEMBER	2.00 0.00	X						0	0	0
(9) JOHN BREWER CEO/PRESIDENT	2.00 0.00			X				0	0	0
(10)										
(11)										

Part VII Section A. Officers, Directors, Trustees, Key Employees, and Highest Compensated Employees (continued)

(A) Name and title	(B) Average hours per week (list any hours for related organizations below dotted line)	(C) Position (do not check more than one box, unless person is both an officer and a director/trustee)						(D) Reportable compensation from the organization (W-2/1099-MISC)	(E) Reportable compensation from related organizations (W-2/1099-MISC)	(F) Estimated amount of other compensation from the organization and related organizations
		Individual trustee or director	Institutional trustee	Officer	Key employee	Highest compensated employee	Former			
(12)										
(13)										
(14)										
(15)										
(16)										
(17)										
(18)										
(19)										

1b Sub-total	▶			
c Total from continuation sheets to Part VII, Section A	▶			
d Total (add lines 1b and 1c)	▶			

2 Total number of individuals (including but not limited to those listed above) who received more than \$100,000 in reportable compensation from the organization **▶0**

	Yes	No
3 Did the organization list any former officer, director, or trustee, key employee, or highest compensated employee on line 1a? If "Yes," complete Schedule J for such individual		X
4 For any individual listed on line 1a, is the sum of reportable compensation and other compensation from the organization and related organizations greater than \$150,000? If "Yes," complete Schedule J for such individual		X
5 Did any person listed on line 1a receive or accrue compensation from any unrelated organization or individual for services rendered to the organization? If "Yes," complete Schedule J for such person		X

Section B. Independent Contractors

1 Complete this table for your five highest compensated independent contractors that received more than \$100,000 of compensation from the organization. Report compensation for the calendar year ending with or within the organization's tax year.

(A) Name and business address	(B) Description of services	(C) Compensation
AD CREATIVE GROUP BILLINGS MT 59101	105 NORTH BROADWAY MARKETING	244,999

2 Total number of independent contractors (including but not limited to those listed above) who received more than \$100,000 of compensation from the organization **▶1**

Part VIII Statement of Revenue

Check if Schedule O contains a response to any question in this Part VIII.

		(A) Total revenue	(B) Related or exempt function revenue	(C) Unrelated business revenue	(D) Revenue excluded from tax under sections 512, 513, or 514	
Contributions, Gifts, Grants and Other Similar Amounts	1a Federated campaigns	1a				
	b Membership dues	1b				
	c Fundraising events	1c				
	d Related organizations	1d				
	e Government grants (contributions)	1e				
	f All other contributions, gifts, grants, and similar amounts not included above	1f 433,478				
	g Noncash contributions included in lines 1a-1f: \$					
	h Total. Add lines 1a-1f		433,478			
Program Service Revenue		Busn. Code				
	2a					
	b					
	c					
	d					
	e					
	f All other program service revenue					
g Total. Add lines 2a-2f						
Other Revenue	3 Investment income (including dividends, interest, and other similar amounts)		2,251		2,251	
	4 Income from investment of tax-exempt bond proceeds					
	5 Royalties					
	6a Gross rents	(i) Real				
		(ii) Personal				
	b Less: rental exps.					
	c Rental inc. or (loss)					
	d Net rental income or (loss)					
	7a Gross amount from sales of assets other than inventory	(i) Securities				
		(ii) Other				
	b Less: cost or other basis & sales exps.					
	c Gain or (loss)					
	d Net gain or (loss)					
	8a Gross income from fundraising events (not including \$ of contributions reported on line 1c). See Part IV, line 18	a				
	b Less: direct expenses	b				
c Net income or (loss) from fundraising events						
9a Gross income from gaming activities. See Part IV, line 19	a					
b Less: direct expenses	b					
c Net income or (loss) from gaming activities						
10a Gross sales of inventory, less returns and allowances	a					
b Less: cost of goods sold	b					
c Net income or (loss) from sales of inventory						
Miscellaneous Revenue		Busn. Code				
11a						
b						
c						
d All other revenue						
e Total. Add lines 11a-11d						
12 Total revenue. See instructions.		435,729	0	0	2,251	

Part IX Statement of Functional Expenses

Section 501(c)(3) and 501(c)(4) organizations must complete all columns. All other organizations must complete column (A).

Check if Schedule O contains a response to any question in this Part IX

Do not include amounts reported on lines 6b, 7b, 8b, 9b, and 10b of Part VIII.	(A) Total expenses	(B) Program service expenses	(C) Management and general expenses	(D) Fundraising expenses
1 Grants and other assistance to governments and organizations in the U.S. See Part IV, line 21				
2 Grants and other assistance to individuals in the U.S. See Part IV, line 22				
3 Grants and other assistance to governments, organizations, and individuals outside the U.S. See Part IV, lines 15 and 16				
4 Benefits paid to or for members				
5 Compensation of current officers, directors, trustees, and key employees				
6 Compensation not included above, to disqualified persons (as defined under section 4958(f)(1)) and persons described in section 4958(c)(3)(B)				
7 Other salaries and wages				
8 Pension plan accruals and contributions (include section 401(k) and 403(b) employer contributions)				
9 Other employee benefits				
10 Payroll taxes				
11 Fees for services (non-employees):				
a Management				
b Legal				
c Accounting				
d Lobbying				
e Professional fundraising services. See Part IV, line 7				
f Investment management fees				
g Other. (If line 11g amount exceeds 10% of line 25, column (A) amount, list line 11g expenses on Schedule O.)				
12 Advertising and promotion	261,317			
13 Office expenses	2,933			
14 Information technology	42,225			
15 Royalties				
16 Occupancy				
17 Travel				
18 Payments of travel or entertainment expenses for any federal, state, or local public officials				
19 Conferences, conventions, and meetings				
20 Interest				
21 Payments to affiliates				
22 Depreciation, depletion, and amortization	4,175			
23 Insurance	2,062			
24 Other expenses. Itemize expenses not covered above (List miscellaneous expenses in line 24e. If line 24e amount exceeds 10% of line 25, column (A) amount, list line 24e expenses on Schedule O.)				
a LEASED EMPLOYEES	210,708			
b SALES MISSION	109,765			
c MATERIALS & SUPPLIES	84,711			
d OPPORTUNITY	59,841			
e All other expenses	91,820			
25 Total functional expenses. Add lines 1 through 24e	869,557	0	0	0
26 Joint costs. Complete this line only if the organization reported in column (B) joint costs from a combined educational campaign and fundraising solicitation. Check here <input type="checkbox"/> if following SOP 98-2 (ASC 958-720)				

Part X Balance Sheet

Check if Schedule O contains a response to any question in this Part X

		(A) Beginning of year		(B) End of year
Assets	1 Cash—non-interest bearing	665,254	1	227,513
	2 Savings and temporary cash investments		2	
	3 Pledges and grants receivable, net		3	
	4 Accounts receivable, net		4	
	5 Loans and other receivables from current and former officers, directors, trustees, key employees, and highest compensated employees. Complete Part II of Schedule L		5	
	6 Loans and other receivables from other disqualified persons (as defined under section 4958(f)(1)), persons described in section 4958(c)(3)(B), and contributing employers and sponsoring organizations of section 501(c)(9) voluntary employees' beneficiary organizations (see instructions). Complete Part II of Schedule L		6	
	7 Notes and loans receivable, net		7	
	8 Inventories for sale or use		8	
	9 Prepaid expenses and deferred charges		9	
	10a Land, buildings, and equipment: cost or other basis. Complete Part VI of Schedule D	10a 29,949		
	b Less: accumulated depreciation	10b 15,945	10,091	10c 14,004
	11 Investments—publicly traded securities		11	
	12 Investments—other securities. See Part IV, line 11		12	
	13 Investments—program-related. See Part IV, line 11		13	
	14 Intangible assets		14	
	15 Other assets. See Part IV, line 11		15	
16 Total assets. Add lines 1 through 15 (must equal line 34)		675,345	16	241,517
Liabilities	17 Accounts payable and accrued expenses		17	
	18 Grants payable		18	
	19 Deferred revenue		19	
	20 Tax-exempt bond liabilities		20	
	21 Escrow or custodial account liability. Complete Part IV of Schedule D		21	
	22 Loans and other payables to current and former officers, directors, trustees, key employees, highest compensated employees, and disqualified persons. Complete Part II of Schedule L		22	
	23 Secured mortgages and notes payable to unrelated third parties		23	
	24 Unsecured notes and loans payable to unrelated third parties		24	
	25 Other liabilities (including federal income tax, payables to related third parties, and other liabilities not included on lines 17-24). Complete Part X of Schedule D		25	
	26 Total liabilities. Add lines 17 through 25		0	26
Net Assets or Fund Balances	Organizations that follow SFAS 117 (ASC 958), check here <input checked="" type="checkbox"/> and complete lines 27 through 29, and lines 33 and 34.			
	27 Unrestricted net assets	675,345	27	241,517
	28 Temporarily restricted net assets		28	
	29 Permanently restricted net assets		29	
	Organizations that do not follow SFAS 117 (ASC 958), check here <input type="checkbox"/> and complete lines 30 through 34.			
	30 Capital stock or trust principal, or current funds		30	
	31 Paid-in or capital surplus, or land, building, or equipment fund		31	
	32 Retained earnings, endowment, accumulated income, or other funds		32	
33 Total net assets or fund balances	675,345	33	241,517	
34 Total liabilities and net assets/fund balances	675,345	34	241,517	

Part XI Reconciliation of Net Assets

Check if Schedule O contains a response to any question in this Part XI

1	Total revenue (must equal Part VIII, column (A), line 12)	1	435,729
2	Total expenses (must equal Part IX, column (A), line 25)	2	869,557
3	Revenue less expenses. Subtract line 2 from line 1	3	-433,828
4	Net assets or fund balances at beginning of year (must equal Part X, line 33, column (A))	4	675,345
5	Net unrealized gains (losses) on investments	5	
6	Donated services and use of facilities	6	
7	Investment expenses	7	
8	Prior period adjustments	8	
9	Other changes in net assets or fund balances (explain in Schedule O)	9	
10	Net assets or fund balances at end of year. Combine lines 3 through 9 (must equal Part X, line 33, column (B))	10	241,517

Part XII Financial Statements and Reporting

Check if Schedule O contains a response to any question in this Part XII

		Yes	No
1	Accounting method used to prepare the Form 990: <input checked="" type="checkbox"/> Cash <input type="checkbox"/> Accrual <input type="checkbox"/> Other If the organization changed its method of accounting from a prior year or checked "Other," explain in Schedule O.		
2a	Were the organization's financial statements compiled or reviewed by an independent accountant? If "Yes," check a box below to indicate whether the financial statements for the year were compiled or reviewed on a separate basis, consolidated basis, or both: <input type="checkbox"/> Separate basis <input type="checkbox"/> Consolidated basis <input type="checkbox"/> Both consolidated and separate basis	X	
2b	Were the organization's financial statements audited by an independent accountant? If "Yes," check a box below to indicate whether the financial statements for the year were audited on a separate basis, consolidated basis, or both: <input type="checkbox"/> Separate basis <input type="checkbox"/> Consolidated basis <input type="checkbox"/> Both consolidated and separate basis		X
2c	If "Yes" to line 2a or 2b, does the organization have a committee that assumes responsibility for oversight of the audit, review, or compilation of its financial statements and selection of an independent accountant? If the organization changed either its oversight process or selection process during the tax year, explain in Schedule O.		
3a	As a result of a federal award, was the organization required to undergo an audit or audits as set forth in the Single Audit Act and OMB Circular A-133?		
3b	If "Yes," did the organization undergo the required audit or audits? If the organization did not undergo the required audit or audits, explain why in Schedule O and describe any steps taken to undergo such audits		

SCHEDULE D (Form 990)

Department of the Treasury Internal Revenue Service

Supplemental Financial Statements

Complete if the organization answered "Yes," to Form 990, Part IV, line 6, 7, 8, 9, 10, 11a, 11b, 11c, 11d, 11e, 11f, 12a, or 12b. Attach to Form 990. See separate instructions.

OMB No. 1545-0047

2012

Open to Public Inspection

Name of the organization: BILLINGS TOURISM BUSINESS IMPROVEMENT DISTRICT. Employer identification number: 26-1566537.

Part I Organizations Maintaining Donor Advised Funds or Other Similar Funds or Accounts. Complete if the organization answered "Yes" to Form 990, Part IV, line 6.

Table with 2 columns: (a) Donor advised funds, (b) Funds and other accounts. Rows include: 1 Total number at end of year, 2 Aggregate contributions to (during year), 3 Aggregate grants from (during year), 4 Aggregate value at end of year, 5 Did the organization inform all donors... Yes No, 6 Did the organization inform all grantees... Yes No.

Part II Conservation Easements. Complete if the organization answered "Yes" to Form 990, Part IV, line 7.

1 Purpose(s) of conservation easements held by the organization (check all that apply). 2 Complete lines 2a through 2d if the organization held a qualified conservation contribution... 2a Total number of conservation easements, 2b Total acreage restricted by conservation easements, 2c Number of conservation easements on a certified historic structure included in (a), 2d Number of conservation easements included in (c) acquired after 8/17/06... 3 Number of conservation easements modified, transferred, released, extinguished, or terminated by the organization during the tax year. 4 Number of states where property subject to conservation easement is located. 5 Does the organization have a written policy regarding the periodic monitoring, inspection, handling of violations, and enforcement of the conservation easements it holds? Yes No. 6 Staff and volunteer hours devoted to monitoring, inspecting, and enforcing conservation easements during the year. 7 Amount of expenses incurred in monitoring, inspecting, and enforcing conservation easements during the year. 8 Does each conservation easement reported on line 2(d) above satisfy the requirements of section 170(h)(4)(B) (i) and section 170(h)(4)(B)(ii)? Yes No. 9 In Part XIII, describe how the organization reports conservation easements in its revenue and expense statement, and balance sheet, and include, if applicable, the text of the footnote to the organization's financial statements that describes the organization's accounting for conservation easements.

Part III Organizations Maintaining Collections of Art, Historical Treasures, or Other Similar Assets. Complete if the organization answered "Yes" to Form 990, Part IV, line 8.

1a If the organization elected, as permitted under SFAS 116 (ASC 958), not to report in its revenue statement and balance sheet works of art, historical treasures, or other similar assets held for public exhibition, education, or research in furtherance of public service, provide, in Part XIII, the text of the footnote to its financial statements that describes these items. 1b If the organization elected, as permitted under SFAS 116 (ASC 958), to report in its revenue statement and balance sheet works of art, historical treasures, or other similar assets held for public exhibition, education, or research in furtherance of public service, provide the following amounts relating to these items: (i) Revenues included in Form 990, Part VIII, line 1 \$, (ii) Assets included in Form 990, Part X \$. 2 If the organization received or held works of art, historical treasures, or other similar assets for financial gain, provide the following amounts required to be reported under SFAS 116 (ASC 958) relating to these items: a Revenues included in Form 990, Part VIII, line 1 \$, b Assets included in Form 990, Part X \$.

Part III Organizations Maintaining Collections of Art, Historical Treasures, or Other Similar Assets (continued)

3 Using the organization's acquisition, accession, and other records, check any of the following that are a significant use of its collection items (check all that apply):

- a** Public exhibition
- b** Scholarly research
- c** Preservation for future generations
- d** Loan or exchange programs
- e** Other

4 Provide a description of the organization's collections and explain how they further the organization's exempt purpose in Part XIII.

5 During the year, did the organization solicit or receive donations of art, historical treasures, or other similar assets to be sold to raise funds rather than to be maintained as part of the organization's collection? Yes No

Part IV Escrow and Custodial Arrangements. Complete if the organization answered "Yes" to Form 990, Part IV, line 9, or reported an amount on Form 990, Part X, line 21.

1a Is the organization an agent, trustee, custodian or other intermediary for contributions or other assets not included on Form 990, Part X? Yes No

b If "Yes," explain the arrangement in Part XIII and complete the following table:

	Amount
c Beginning balance	1c
d Additions during the year	1d
e Distributions during the year	1e
f Ending balance	1f

2a Did the organization include an amount on Form 990, Part X, line 21? Yes No

b If "Yes," explain the arrangement in Part XIII. Check here if the explanation has been provided in Part XIII

Part V Endowment Funds. Complete if the organization answered "Yes" to Form 990, Part IV, line 10.

	(a) Current year	(b) Prior year	(c) Two years back	(d) Three years back	(e) Four years back
1a Beginning of year balance					
b Contributions					
c Net investment earnings, gains, and losses					
d Grants or scholarships					
e Other expenditures for facilities and programs					
f Administrative expenses					
g End of year balance					

2 Provide the estimated percentage of the current year end balance (line 1g, column (a)) held as:

- a** Board designated or quasi-endowment ▶ %
- b** Permanent endowment ▶ %
- c** Temporarily restricted endowment ▶ %

The percentages in lines 2a, 2b, and 2c should equal 100%.

3a Are there endowment funds not in the possession of the organization that are held and administered for the organization by:

- (i)** unrelated organizations
- (ii)** related organizations

	Yes	No
3a(i)		
3a(ii)		
3b		

b If "Yes" to 3a(ii), are the related organizations listed as required on Schedule R?

4 Describe in Part XIII the intended uses of the organization's endowment funds.

Part VI Land, Buildings, and Equipment. See Form 990, Part X, line 10.

Description of property	(a) Cost or other basis (investment)	(b) Cost or other basis (other)	(c) Accumulated depreciation	(d) Book value
1a Land				
b Buildings				
c Leasehold improvements				
d Equipment				
e Other		29,949	15,945	14,004

Total. Add lines 1a through 1e. (Column (d) must equal Form 990, Part X, column (B), line 10(c).) ▶ **14,004**

Part VII Investments—Other Securities. See Form 990, Part X, line 12.

(a) Description of security or category (including name of security)	(b) Book value	(c) Method of valuation: Cost or end-of-year market value
(1) Financial derivatives		
(2) Closely-held equity interests		
(3) Other		
(A)		
(B)		
(C)		
(D)		
(E)		
(F)		
(G)		
(H)		
(I)		
Total. (Column (b) must equal Form 990, Part X, col. (B) line 12.)		

Part VIII Investments—Program Related. See Form 990, Part X, line 13.

(a) Description of investment type	(b) Book value	(c) Method of valuation: Cost or end-of-year market value
(1)		
(2)		
(3)		
(4)		
(5)		
(6)		
(7)		
(8)		
(9)		
(10)		
Total. (Column (b) must equal Form 990, Part X, col. (B) line 13.)		

Part IX Other Assets. See Form 990, Part X, line 15.

(a) Description	(b) Book value
(1)	
(2)	
(3)	
(4)	
(5)	
(6)	
(7)	
(8)	
(9)	
(10)	
Total. (Column (b) must equal Form 990, Part X, col. (B) line 15.)	

Part X Other Liabilities. See Form 990, Part X, line 25.

1. (a) Description of liability	(b) Book value	
(1) Federal income taxes		
(2)		
(3)		
(4)		
(5)		
(6)		
(7)		
(8)		
(9)		
(10)		
(11)		
Total. (Column (b) must equal Form 990, Part X, col. (B) line 25.)		

2. FIN 48 (ASC 740) Footnote. In Part XIII, provide the text of the footnote to the organization's financial statements that reports the organization's liability for uncertain tax positions under FIN 48 (ASC 740). Check here if the text of the footnote has been provided in Part XIII

Part XI Reconciliation of Revenue per Audited Financial Statements With Revenue per Return

1 Total revenue, gains, and other support per audited financial statements		1	
2 Amounts included on line 1 but not on Form 990, Part VIII, line 12:			
a Net unrealized gains on investments	2a		
b Donated services and use of facilities	2b		
c Recoveries of prior year grants	2c		
d Other (Describe in Part XIII.)	2d		
e Add lines 2a through 2d		2e	
3 Subtract line 2e from line 1		3	
4 Amounts included on Form 990, Part VIII, line 12, but not on line 1:			
a Investment expenses not included on Form 990, Part VIII, line 7b	4a		
b Other (Describe in Part XIII.)	4b		
c Add lines 4a and 4b		4c	
5 Total revenue. Add lines 3 and 4c . (This must equal Form 990, Part I, line 12.)		5	

Part XII Reconciliation of Expenses per Audited Financial Statements With Expenses per Return

1 Total expenses and losses per audited financial statements		1	
2 Amounts included on line 1 but not on Form 990, Part IX, line 25:			
a Donated services and use of facilities	2a		
b Prior year adjustments	2b		
c Other losses	2c		
d Other (Describe in Part XIII.)	2d		
e Add lines 2a through 2d		2e	
3 Subtract line 2e from line 1		3	
4 Amounts included on Form 990, Part IX, line 25, but not on line 1:			
a Investment expenses not included on Form 990, Part VIII, line 7b	4a		
b Other (Describe in Part XIII.)	4b		
c Add lines 4a and 4b		4c	
5 Total expenses. Add lines 3 and 4c . (This must equal Form 990, Part I, line 18.)		5	

Part XIII Supplemental Information

Complete this part to provide the descriptions required for Part II, lines 3, 5, and 9; Part III, lines 1a and 4; Part IV, lines 1b and 2b; Part V, line 4; Part X, line 2; Part XI, lines 2d and 4b; and Part XII, lines 2d and 4b. Also complete this part to provide any additional information.

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SCHEDULE O
(Form 990 or 990-EZ)

Department of the Treasury
Internal Revenue Service

Name of the organization

Supplemental Information to Form 990 or 990-EZ

Complete to provide information for responses to specific questions on
Form 990 or 990-EZ or to provide any additional information.

▶ Attach to Form 990 or 990-EZ.

OMB No. 1545-0047

2012

Open to Public
Inspection

**BILLINGS TOURISM BUSINESS
IMPROVEMENT DISTRICT**

Employer identification number

26-1566537

Form 990 - Additional Information

THE ORGANIZATION'S REVENUES ARE SIGNIFICANTLY LOWER FOR THE YEAR ENDED 6/30/13 DUE TO THE TIMING OF COLLECTING LODGING ASSESSMENTS FROM THE LOCAL GOVERNMENT. THE ORGANIZATION RECORDS REVENUES ON A CASH BASIS AND LARGE CASH REVENUES REMITTED BY THE LOCAL GOVERNMENT ARE RECEIVED AROUND JUNE 30 OF EACH YEAR. THE TIMING OF RECEIVING SUCH FUNDS JUST BEFORE OR AFTER JUNE 30 CAN HAVE A LARGE IMPACT ON THE CASH REVENUES AND YEAR-END BALANCES FROM YEAR TO YEAR.

Form 990, Part VI - Additional Information

THE EMPLOYEES WITH THE ORGANIZATION ARE LEASED EMPLOYEES. THE ORGANIZATION THEY ARE LEASED FROM DOES COMPARISONS TO THE MARKET PLACE TO DETERMINE APPROPRIATE COMPENSATION.

THE ENTITY IS ORGANIZED UNDER MONTANA CODE SECTION 7-12-1103 WHICH GRANTS GOVERNANCE TO THE MAYOR AND CITY COUNCIL OF BILLINGS. THIS GOVERNING BODY APPOINTS AND APPROVES THE BOARD OF DIRECTORS FOR THE BILLINGS TOURISM IMPROVEMENT DISTRICT, AND THE APPOINTED BOARD IS GIVEN AUTHORITY TO GOVERN THE ORGANIZATION.

Form 990, Part VI, Line 3 - Management Delegated

BILLINGS CHAMBER OF COMMERCE MANAGES TBID IN ACCORDANCE WITH A SPECIFIC AGREEMENT.

Form 990, Part VI, Line 11b - Organization's Process to Review Form 990

THE 990 IS REVIEWED BY THE BOARD OF DIRECTORS PRIOR TO FILING.

Name of the organization

BILLINGS TOURISM BUSINESS

Employer identification number

26-1566537

Form 990, Part VI, Line 12c - Enforcement of Conflicts Policy

EACH ITEM DISCUSSED AND BROUGHT TO A VOTE IS MONITORED BY THE BOARD FOR COMPLIANCE WITH IT'S CONFLICT OF INTEREST POLICY.

Form 990, Part VI, Line 19 - Governing Documents Disclosure Explanation

THESE DOCUMENTS ARE MAINTAINED AT THE BUSINESS OFFICE OF THE ORGANIZATION LOCATED AT 815 SOUTH 27TH STREET WEST, BILLINGS, MT 59101, AND THE PHONE NUMBER IS 406 245-4111. THE DOCUMENTS CAN BE REQUESTED BY CONTACTING THE BUSINESS OFFICE.

Form 990, Part IX, Line 24e - Other Expenses

Description	Amount		
TRADESHOWS & CONVENTIONS	\$ 48,052	\$ 0	\$ 0
OTHER	\$ 18,833	\$ 0	\$ 0
PROFESSIONAL FEES	\$ 15,289	\$ 0	\$ 0
MEETINGS	\$ 5,930	\$ 0	\$ 0
REPAIRS AND MAINT	\$ 3,716	\$ 0	\$ 0

**SCHEDULE R
(Form 990)**

Department of the Treasury
Internal Revenue Service

Related Organizations and Unrelated Partnerships

▶ **Complete if the organization answered "Yes" to Form 990, Part IV, line 33, 34, 35, 36, or 37.**

▶ **Attach to Form 990.** ▶ **See separate instructions.**

OMB No. 1545-0047

2012

**Open to Public
Inspection**

Name of the organization

**BILLINGS TOURISM BUSINESS
IMPROVEMENT DISTRICT**

Employer identification number
26-1566537

Part I Identification of Disregarded Entities (Complete if the organization answered "Yes" to Form 990, Part IV, line 33.)

(a) Name, address, and EIN (if applicable) of disregarded entity	(b) Primary activity	(c) Legal domicile (state or foreign country)	(d) Total income	(e) End-of-year assets	(f) Direct controlling entity
(1)					
(2)					
(3)					
(4)					
(5)					

Part II Identification of Related Tax-Exempt Organizations (Complete if the organization answered "Yes" to Form 990, Part IV, line 34 because it had one or more related tax-exempt organizations during the tax year.)

(a) Name, address, and EIN of related organization	(b) Primary activity	(c) Legal domicile (state or foreign country)	(d) Exempt Code section	(e) Public charity status (if section 501(c)(3))	(f) Direct controlling entity	(g) Section 512(b)(13) controlled entity?	
						Yes	No
(1) BILLINGS CHAMBER OF COMMERCE 815 SOUTH 27TH STREET 81-0111570 BILLINGS MT 59101	ECONOMIC	MT	501C6		N/A		X
(2)							
(3)							
(4)							
(5)							

Part III Identification of Related Organizations Taxable as a Partnership (Complete if the organization answered "Yes" to Form 990, Part IV, line 34 because it had one or more related organizations treated as a partnership during the tax year.)

(a) Name, address, and EIN of related organization	(b) Primary activity	(c) Legal domicile (state or foreign country)	(d) Direct controlling entity	(e) Predominant income (related, unrelated, excluded from tax under sections 512-514)	(f) Share of total income	(g) Share of end-of-year assets	(h) Disproportionate alloc.?		(i) Code V—UBI amount in box 20 of Schedule K-1 (Form 1065)	(j) General or managing partner?		(k) Percentage ownership
							Yes	No		Yes	No	
(1)												
(2)												
(3)												
(4)												

Part IV Identification of Related Organizations Taxable as a Corporation or Trust (Complete if the organization answered "Yes" to Form 990, Part IV, line 34 because it had one or more related organizations treated as a corporation or trust during the tax year.)

(a) Name, address, and EIN of related organization	(b) Primary activity	(c) Legal domicile (state or foreign country)	(d) Direct controlling entity	(e) Type of entity (C corp, S corp, or trust)	(f) Share of total income	(g) Share of end-of-year assets	(h) Percentage ownership	(i) Section 512(b)(13) controlled entity?	
								Yes	No
(1)									
(2)									
(3)									
(4)									

Part V Transactions With Related Organizations (Complete if the organization answered "Yes" to Form 990, Part IV, line 34, 35b, or 36.)

Note. Complete line 1 if any entity is listed in Parts II, III, or IV of this schedule.

	Yes	No
1 During the tax year, did the organization engage in any of the following transactions with one or more related organizations listed in Parts II-IV?		
a Receipt of (i) interest (ii) annuities (iii) royalties or (iv) rent from a controlled entity	1a	X
b Gift, grant, or capital contribution to related organization(s)	1b	X
c Gift, grant, or capital contribution from related organization(s)	1c	X
d Loans or loan guarantees to or for related organization(s)	1d	X
e Loans or loan guarantees by related organization(s)	1e	X
f Dividends from related organization(s)	1f	X
g Sale of assets to related organization(s)	1g	X
h Purchase of assets from related organization(s)	1h	X
i Exchange of assets with related organization(s)	1i	X
j Lease of facilities, equipment, or other assets to related organization(s)	1j	X
k Lease of facilities, equipment, or other assets from related organization(s)	1k	X
l Performance of services or membership or fundraising solicitations for related organization(s)	1l	X
m Performance of services or membership or fundraising solicitations by related organization(s)	1m	X
n Sharing of facilities, equipment, mailing lists, or other assets with related organization(s)	1n	X
o Sharing of paid employees with related organization(s)	1o	X
p Reimbursement paid to related organization(s) for expenses	1p	X
q Reimbursement paid by related organization(s) for expenses	1q	X
r Other transfer of cash or property to related organization(s)	1r	X
s Other transfer of cash or property from related organization(s)	1s	X

2 If the answer to any of the above is "Yes," see the instructions for information on who must complete this line, including covered relationships and transaction thresholds.

(a) Name of other organization	(b) Transaction type (a-s)	(c) Amount involved	(d) Method of determining amount involved
(1) BILLINGS CHAMBER OF COMMERCE	n	9,091	Cash
(2) BILLINGS CHAMBER OF COMMERCE	o	210,708	Cash
(3) BILLINGS CHAMBER OF COMMERCE	p	219,799	Cash
(4)			
(5)			
(6)			

Part VI Unrelated Organizations Taxable as a Partnership (Complete if the organization answered "Yes" to Form 990, Part IV, line 37.)

Provide the following information for each entity taxed as a partnership through which the organization conducted more than five percent of its activities (measured by total assets or gross revenue) that was not a related organization. See instructions regarding exclusion for certain investment partnerships.

(a) Name, address, and EIN of entity	(b) Primary activity	(c) Legal domicile (state or foreign country)	(d) Predominant income (related, unrelated, excluded from tax under section 512-514)	(e) Are all partners section 501(c)(3) organizations?		(f) Share of total income	(g) Share of end-of-year assets	(h) Disproportionate allocations?		(i) Code V—UBI amount in box 20 of Schedule K-1 (Form 1065)	(j) General or managing partner?		(k) Percentage ownership
				Yes	No			Yes	No		Yes	No	
(1)													
(2)													
(3)													
(4)													
(5)													
(6)													
(7)													
(8)													
(9)													
(10)													
(11)													

Part VII Supplemental Information

Complete this part to provide additional information for responses to questions on Schedule R (see instructions).

Lined area for supplemental information, consisting of numerous horizontal dotted lines.

Form **4562**

Depreciation and Amortization
(Including Information on Listed Property)

OMB No. 1545-0172

2012

Department of the Treasury
Internal Revenue Service (99)

▶ See separate instructions. ▶ Attach to your tax return.

Attachment
Sequence No. **179**

Name(s) shown on return **BILLINGS TOURISM BUSINESS
IMPROVEMENT DISTRICT**

Identifying number
26-1566537

Business or activity to which this form relates

Indirect Depreciation

Part I Election To Expense Certain Property Under Section 179

Note: If you have any listed property, complete Part V before you complete Part I.

1	Maximum amount (see instructions)	1	500,000
2	Total cost of section 179 property placed in service (see instructions)	2	
3	Threshold cost of section 179 property before reduction in limitation (see instructions)	3	2,000,000
4	Reduction in limitation. Subtract line 3 from line 2. If zero or less, enter -0-	4	
5	Dollar limitation for tax year. Subtract line 4 from line 1. If zero or less, enter -0-. If married filing separately, see instructions	5	
6	(a) Description of property	(b) Cost (business use only)	(c) Elected cost
7	Listed property. Enter the amount from line 29	7	
8	Total elected cost of section 179 property. Add amounts in column (c), lines 6 and 7	8	
9	Tentative deduction. Enter the smaller of line 5 or line 8	9	
10	Carryover of disallowed deduction from line 13 of your 2011 Form 4562	10	
11	Business income limitation. Enter the smaller of business income (not less than zero) or line 5 (see instructions)	11	
12	Section 179 expense deduction. Add lines 9 and 10, but do not enter more than line 11	12	
13	Carryover of disallowed deduction to 2013. Add lines 9 and 10, less line 12	13	

Note: Do not use Part II or Part III below for listed property. Instead, use Part V.

Part II Special Depreciation Allowance and Other Depreciation (Do not include listed property.) (See instructions)

14	Special depreciation allowance for qualified property (other than listed property) placed in service during the tax year (see instructions)	14	
15	Property subject to section 168(f)(1) election	15	
16	Other depreciation (including ACRS)	16	4,175

Part III MACRS Depreciation (Do not include listed property.) (See instructions.)

Section A

17	MACRS deductions for assets placed in service in tax years beginning before 2012	17	0
18	If you are electing to group any assets placed in service during the tax year into one or more general asset accounts, check here	<input type="checkbox"/>	

Section B—Assets Placed in Service During 2012 Tax Year Using the General Depreciation System

(a) Classification of property	(b) Month and year placed in service	(c) Basis for depreciation (business/investment use only—see instructions)	(d) Recovery period	(e) Convention	(f) Method	(g) Depreciation deduction
19a 3-year property						
b 5-year property						
c 7-year property						
d 10-year property						
e 15-year property						
f 20-year property						
g 25-year property			25 yrs.		S/L	
h Residential rental property			27.5 yrs.	MM	S/L	
			27.5 yrs.	MM	S/L	
i Nonresidential real property			39 yrs.	MM	S/L	
				MM	S/L	

Section C—Assets Placed in Service During 2012 Tax Year Using the Alternative Depreciation System

20a Class life					S/L	
b 12-year			12 yrs.		S/L	
c 40-year			40 yrs.	MM	S/L	

Part IV Summary (See instructions.)

21	Listed property. Enter amount from line 28	21	
22	Total. Add amounts from line 12, lines 14 through 17, lines 19 and 20 in column (g), and line 21. Enter here and on the appropriate lines of your return. Partnerships and S corporations—see instructions	22	4,175
23	For assets shown above and placed in service during the current year, enter the portion of the basis attributable to section 263A costs	23	

For Paperwork Reduction Act Notice, see separate instructions.

Form **4562** (2012)