KITSAP COUNTY LODGING TAX FUNDING AWARD APPLICATION

Application Deadline: August 30, 2024 @ 2:00 pm

	Site www.kingstonchamber.Com. Phone: (360)860-2239
Portion of Total Project Cost Requested: 75%	(%)
Signature of Authorized Representative <u>Warn Rollst</u>	
Indicate the Project Type: ☐ Tourism marketing; ☐ Marketing and operations of special events and festivals designed: ☐ Operations and capital expenditures of tourism-related facilities municipality or a public facilities district; or ☐ Operations of tourism-related facilities owned or operated by 501(c)(6) organizations.	owned or operated by a
NOTE: Applicants must refer to the Kitsap County Lodging Tax Full Instructions for complete details of requirements.	unding Award Process
Applicants Must Submit The Following: Application Funding Cover Sheet signed by an Authorized Representation Project Description Scope of Work Project Timeline Project Budget Project/Organizational History Business Qualification ▼ Tax Information ▼ Certificates of Insurance	resentative
If these basic criteria are not met, the application will not be considered Committee.	d by the Lodging Tax
Applications must be submitted in one combined PDF document and e	emailed to

Questions? Contact Glen McNeill at (360) 337-4789 or gsmcneill@kitsap.gov Kitsap County Administrative Services 614 Division St., MS-7 Port Orchard, WA 98366

purchasing@kitsap.gov. Hardcopies will not be accepted.



Lodging Tax Request: Organization/Event Description

Project Title: Greater Kingston Visitor Center - 2025 Tourism Infrastructure & Marketing

Name of Organization: Greater Kingston Community Chamber of Commerce & Visitor's Crenter

Size of staff and board: 1 FT, 6 Board Members

Size of Volunteer Base: 15-20

Geographic Area Served: KingSton, Hunsville, Demographic Served: All

Port Gamble, Eglon, Suguamish, Indianoia & Kitsap County

Type of Service Provided: Choose an item.

Tourism Marketing

Description of Proposed Project: Please see attached documents.

Provide a short (no more than one page) description of the proposed project and explain how it will assist in building tourism and/or promoting events or activities that will bring tourists to Kitsap County. Include marketing/promotional plans and examples of performance indicators.

History of Organization/Event:

In addition to discussing the history of your project and organization, please discuss previous success at creating tourism.

Scope of Work:

In order to facilitate evaluation, please break down the project into a progression of logical steps, detailing the process the project will go through.

Project Timeline:

Provide a timeline for the proposed project.





Lodging Tax Request: Organization/Event Description

Project Title: Greater Kingston Visitor Center – 2025 Tourism Infrastructure & Marketing: 1) Visitor Center Operations, 2) Kingston Visitor's Guide, 3) Kingston Tourism Website Maintenance, 4) Kingston Community Event Support and Promotions, 5) Kingston Concerts At The Cove - Saturday Night Concert Series, 6) Kingston Wine & Brew Fest, and 7) Regional Advertising for the greater Kingston area 7) Collaboration with Visit Kitsap Peninsula and the Kitsap Tourism Coalition

Name of Organization: Greater Kingston Community Chamber of Commerce and Visitor Center

Size of Staff & Board: 1FT, 6-member Volunteer Board Size of Volunteer Base: 15-20 Committee members

Geographic Area Served: Kingston, Hansville, Port Gamble, Eglon, Suquamish, Indianola and Kitsap County

Demographic Served: All

Type of Service Provided: Greater Kingston Tourism, Marketing, Promotion, and Community Events

Description of Proposed Project: The Greater Kingston Visitor Center (GKVC) operates within the Greater Kingston Community Chamber of Commerce office, conveniently located at 25923 Washington Blvd NE #100, directly in front of the Kingston ferry terminal. This prime location ensures high visibility and accessibility for visitors. Open five days a week, the GKVC promotes the entire Kitsap County area, with a special emphasis on the unincorporated regions of Kingston and North Kitsap County. These areas often lack additional city-supported tourism resources, making our focus particularly vital. While the GKVC collaborates extensively with the Greater Kingston Community Chamber on various projects and initiatives, our primary goal is to boost tourism in our community, especially within North Kitsap. To continue and expand our efforts, we are seeking Lodging Tax funding from Kitsap County for 2024. These funds will be used to maintain the GKVC's operations and to enhance our outreach through new projects and expanded advertising efforts.

- 1. Visitor Center Operations: The Greater Kingston Visitor Center (GKVC) currently operates with one full-time Executive Director, who dedicates approximately 40 hours per week to managing both the Chamber and the GKVC. In addition, Chamber staff and volunteers allocate two days per week to focus on tourism-related tasks and events. Their responsibilities include participating in and promoting community events, generating tourism-specific content for our website and social media platforms, preparing informational mailings, and serving as the primary point of contact for visitors at the GKVC. To support these activities, a portion of the GKVC's expenses—including rent, utilities, and office supplies (such as postage for mailing visitor guides and relocation information)—is covered by Lodging Tax funding. These funds are essential for covering operational costs such as staff salaries, office rent, utility bills, postage, sponsorship fees for area events, and event supplies. Additionally, the funding supports our new outdoor interactive digital kiosk, which provides visitors with valuable information on local businesses, restaurants, hotels, and ferry services, including both Washington State Ferries and Kitsap Transit Fast Ferries. We were fortunate to receive a Community Connections Kitsap Bank Grant to support the acquisition of our new kiosk. To ensure its continued success, it is crucial that we keep the kiosk fully operational and consistently updated with the latest information for our visitors. This grant has provided a valuable resource, and maintaining the kiosk's functionality and relevance will help us effectively serve and inform the community and tourists alike.
- 2. Kingston Visitor's Guide: We are excited to announce the production of a new destination magazine for Kingston that will showcase the best places to visit, shop, dine, and stay. This comprehensive guide will be a key component of our request-for-information packets distributed by the GKVC and will also be provided to our local hospitality partners, including Airbnb hosts, bed & breakfasts, and The Point Casino, to enhance their guests' experience. In 2025, the Kingston Visitor's Guide will be published as a destination guide for visitors interested in Kingston and the North Kitsap area. This will allow for a more focused and detailed presentation of our communities attractions and amenities. Additionally, we will produce several targeted walkingmaps/brochures and rack cards for specific industries within Kingston and the North Kitsap Region. Importantly, all businesses in Kingston and North Kitsap, regardless of Chamber membership, will be featured in the guide under relevant industry categories. This inclusive approach ensures that every local business has the opportunity to benefit from the influx of visitors to our region.
- 3. Kingston Tourism Website Maintenance: In 2022, we received lodging tax funding to develop a dedicated website for Kingston tourism. As a result, we launched ExploreKingstonWA.com, a comprehensive platform designed to attract and inform visitors about Kingston and the North Kitsap region. ExploreKingstonWA.com serves as a central hub for tourism information, offering an accessible and user-friendly resource for discovering the best of Kingston. The website features up-to-date content on local attractions, events, dining, and accommodations, ensuring that visitors have easy access to current and relevant information. By streamlining the way information is presented and updated, this site aims to enhance the visitor experience and drive more tourism to our area.
- 4. Greater Kingston Community Event Support and Promotions: The Greater Kingston Community Chamber (GKCC) has a long history of supporting a variety of community events to boost tourism and attract visitors to Kingston and North Kitsap County. Notable annual events include Kingston Wine & Brew Fest (previously the Kingston Wine Walk), Kingston Cove Christmas, Kingston Concerts on the Cove, and the Kingston 4th of July Celebration. Looking ahead, our objective is to leverage Lodging Tax funding to enhance these events and support the creation of high-quality marketing

and promotional materials for events that currently lack such resources. We are committed to amplifying our promotional efforts through multiple channels, including our website, social media platforms (Facebook, Instagram, LinkedIn), and Chamber communication channels (weekly emails). Additionally, we have established a monthly meeting for all community organizations to collaborate, share event information, and discuss promotional and production needs. This initiative aims to strengthen community ties and ensure that all local events receive the attention and support they deserve.

- 5. Kingston Concerts At The Cove Series: In collaboration with the Port of Kingston, the GKVC is thrilled to announce a summer concert series at Kingston's picturesque Mike Wallace Waterfront Park. This series aims to attract visitors from across the West Sound region, encouraging them to explore Kingston's shopping, dining, and lodging options while enjoying vibrant outdoor entertainment. The concert series will feature six Saturday evening performances, designed to appeal to all ages. Each event will showcase talented local musicians, providing a family-friendly atmosphere in the stunning setting of Mike Wallace Waterfront Park, with its scenic views of Appletree Cove. These concerts are a gift to the community, made possible through generous sponsorships from local businesses. We invite everyone to join us for these memorable summer evenings and experience the best of Kingston's cultural and natural attractions. We are seeking lodging tax grant funding to enhance the advertising and promotion of our Kingston Concerts on the Cove series. This support will help us attract visitors from across the region, driving increased tourism and economic activity to Kingston through these popular and well-attended events.
- 6. Kingston Wine & Brew Fest: The Greater Kingston Community Chamber of Commerce is excited to announce that we will be hosting our annual Kingston Wine & Brew Fest once again in 2025. This event, which evolved from the popular Kingston Wine Walk, continues to attract significant attention and enthusiasm from the community. In 2024, we saw a remarkable increase in attendance with just over 500+ people coming from all over the state. Building on this success, our goal for 2025 is to further enhance the festival by showcasing local and regional wine and beer producers. We aim to draw attendees from across Washington State, offering them an exceptional experience that highlights the best of our region's beverage offerings. We are requesting lodging tax grant funding to support the advertising and promotion of our Kingston Wine & Brew Fest, an annual event that attracts over 500 attendees and vendors from across Washington state. This festival not only highlights a diverse array of wines, ciders, and beers but also drives significant tourism and overnight stays in Kitsap County, bringing visitors from 50+ miles away.
- 7. Regional Advertising for the greater Kingston area: Our advertising strategy for the greater Kingston area is designed to enhance local visibility and attract visitors by leveraging a diverse mix of regional and local publications. We aim to establish Kingston as a prime destination through targeted promotional efforts across several key channels:

1. Regional Publications:

- Sound Publishing's "Olympic Peninsula" and "Discover Kitsap Peninsula" Visitors' Guides: We will continue to utilize these widely circulated guides to reach both locals and tourists exploring the Olympic Peninsula and Kitsap Peninsula. By featuring Kingston prominently, we aim to capture the interest of readers seeking new places to visit.
- Visit Seattle: Our advertisements will appear in Visit Seattle's materials, connecting Kingston to a broader audience who may be planning trips within Washington State. This exposure will help position Kingston as an attractive day-trip or weekend destination.
- Washington State Visitor's Guide: Featuring Kingston in this comprehensive guide will target travelers throughout the state, further expanding our reach and encouraging exploration of our unique offerings.

2. Kingston-Specific Publications:

- Family Activities: We will develop and distribute guides highlighting family-friendly activities in Kingston, such as local parks, educational programs, and family-oriented events. This will appeal to families looking for engaging and enjoyable experiences.
- Performing Arts Opportunities: Kingston's vibrant arts scene will be showcased through dedicated publications that promote local theaters, music events, and cultural festivals. This will attract arts enthusiasts and support the local creative community.
- Retail and Dining: To boost local businesses, we will create publications that spotlight Kingston's diverse retail shops and dining options.
 This will help both visitors and residents discover and enjoy the unique offerings of our local merchants.

Strategic Advantage of the GKVC: The Greater Kingston Visitor Center (GKVC) is uniquely positioned to effectively advertise Kingston and the North Kitsap region. Our hyper-local focus and central location make us the go-to source for visitors seeking physical information about the area. Unlike other organizations that may have a broader or less targeted approach, the GKVC is dedicated to promoting Kingston with a level of specificity and detail that aligns closely with the interests of both residents and visitors.

Our efforts are aimed at not only attracting tourists but also enriching the local community by supporting and showcasing Kingston's diverse range of attractions and businesses. By continuing and expanding our advertising initiatives, we are committed to making Kingston a well-recognized and highly sought-after destination.

8. Collaboration with Visit Kitsap Peninsula and the Kitsap Tourism Coalition: Our organization has a robust and collaborative relationship with Visit Kitsap Peninsula and the Kitsap Tourism Coalition, which plays a crucial role in our tourism efforts. By partnering with Visit Kitsap Peninsula, we benefit from their extensive regional reach and expertise in promoting Kitsap County as a whole. This collaboration allows us to align our marketing strategies, share resources, and amplify our promotional efforts to attract visitors from a broader audience. Additionally, our involvement with the Kitsap Tourism Coalition ensures that we are part of a cohesive regional strategy, working together to enhance tourism infrastructure, coordinate events, and leverage collective marketing opportunities. This synergy not only strengthens our capacity to promote Kingston and North Kitsap but also maximizes the impact of our initiatives, creating a unified front that drives tourism and economic growth throughout the region. Through these strategic partnerships, we are well-positioned to effectively utilize Lodging Tax funding to achieve our goals and support the broader tourism ecosystem in Kitsap County. Our organization will collaborate closely with Visit Kitsap Peninsula to ensure that our visitor center is consistently stocked with the latest rack cards. Visit Kitsap Peninsula will supply us with up-to-date rack cards files, which we will print on demand as needed. This arrangement will enable us to maintain a fresh and relevant collection of materials at our visitor center and fulfill regional information requests efficiently. The printing allowance covers the

production of two-sided rack card guides that highlight key attractions such as gardens, museums, art galleries, farmers markets, golf courses, hiking trails, food and beverage options, and water trails. This includes the Visit Kitsap Peninsula guide and the Kitsap Peninsula National Water Trails Map, with an estimated print run of 2,000 to 5,000 copies. These guides are designed to be user-friendly and portable, providing prospective visitors, partner destination marketing organizations, and chambers outside Kitsap County with easily accessible information. Local chambers in Kitsap County will cover the printing costs for guides specific to their areas, while Visit Kitsap Peninsula will handle the design of the rack cards and maps. With over 2,000 requests received annually, these guides play a crucial role in promoting our region and meeting visitor demand.

History of Organization/Event: For the past 47 years, the Greater Kingston Community Chamber of Commerce has led the way in working for and promoting a thriving business community in North Kitsap. The Greater Kingston Chamber has housed and operated the GKVC since 2008. Our 501c6 organization helped launch and support The Kingston Wine Walk (now the Kingston Wine & Brew Fest), Kites Over Kingston, Village Green Pie In The Park, Kingston Arts & Crafts Festival, Summerfest, Kingston Concerts on the Cove, Kingston Cove Christmas, and Kingston Slug Hunt. Our partnership with local hotels, Airbnb, bed & breakfasts, and restaurants allows us to promote events and businesses to all who come through Kingston.

The Kingston Visitor Center is the only tourism visitor center in the greater Kingston region that is open to the public 5 days a week. Located directly in front of the Port of Kingston, Kingston-Edmonds Washington State Ferry and the Kingston-Seattle Kitsap Transit passenger-only ferry, one of the main transportation hubs into Kitsap County, we are poised to serve visitors from all over the region as they explore all that North Kitsap County has to offer. We offer information from our partner Chambers of Commerce in Kitsap County as well as our Kitsap County DMO Visit Kitsap Peninsula. We promote all events that will bring outside visitors to Kingston and North Kitsap, spending dollars at our local businesses and putting heads in Kingston and Kitsap County beds. Our social media accounts continuously monitor and promote local businesses and community events. The digital press available within our GKVC provides engaging content for current and future visitors alike.

The Greater Kingston Community Chamber greatly appreciates that local businesses benefit from a dedicated effort towards tourism in the Community. The partnership between the Greater Kingston Community Chamber and the Greater Kingston Visitor Center allows us to continue bringing the best of North Kitsap and Kingston to those who will shop, eat, stay, and spend locally.

Scope of Work: In partnership with the Greater Kingston Community Chamber staff, the GKVC Administrative Coordinator keeps the GKVC manned and well-stocked in informational brochures, creates content for our outdoor interactive digital kiosk media, assembles program bags for our participating Aibnbs, Bed & breakfasts, and Point Hotel & Casino, and attends regional events. The Coordinator is also responsible for collecting data analytics on tourism for the GKVC, researching articles, and editing materials key to our Kingston and North Kitsap promotion.

In collaboration with the Greater Kingston Community Chamber staff, the GKVC Executive Director plays a pivotal role in driving the success of the Visitor Center. Their key responsibilities include:

- Operational Oversight: Ensuring the GKVC is consistently staffed and stocked with current informational brochures, providing visitors with comprehensive and up-to-date resources.
- Content Development: Creating engaging and relevant content for our outdoor interactive digital kiosks, enhancing the visitor experience with interactive and informative media.
- Program Bag Coordination: Assembling and distributing program bags for our local partners, including Airbnb hosts, bed & breakfasts, and the Point Hotel & Casino, to support and enrich their guests' experiences.
- Regional Representation: Representing the GKVC at regional events to foster relationships, promote Kingston and North Kitsap, and expand our community presence.
- Data Analysis and Research: Collecting and analyzing tourism data to evaluate and refine our promotional strategies. Additionally, researching and
 editing key materials that drive our marketing efforts and highlight the unique attributes of Kingston and North Kitsap.

The Executive Director's role is essential in ensuring the GKVC's operations run smoothly and effectively, advancing our mission to promote Kingston and North Kitsap as premier travel destinations.

Project Timeline: January 1, 2025 - December 31, 2025

This timeline outlines the major projects and deadlines for the year. Most tasks are ongoing, with specific milestones for print and event-related activities,

Administrative Coordinator Responsibilities

- Duration: January 1, 2025 December 31, 2025
 - Ensure dally operations and support are maintained throughout the year, including stocking and updating informational materials.

Welcome/Information Bags

- Ongoing: Proof, order, and refill/update bags for Airbnb's, Bed & Breakfasts, and The Point Casino
 - Monthly: Refill and update program bags by the 1st of each month to ensure timely availability.

Kingston-Specific Walking-Map Brochures/Rack Cards

- Design and Proofing: January 1, 2025 April 15, 2025
- Printing: Proof and send to printers by May 1, 2025
 - Complete design and proofing before May to meet the print deadline.

Visitor's Guide (VG) Sales

- Sales Start: November 1, 2024
 - Begin selling ad space for the Visitor's Guide, which will be produced in 2025.

Videos for Kitsap, Website, and Kiosk

- Production and Updates: January 1, 2025 December 31, 2025
 - Develop and update videos for promotional use throughout the entire year.

Event-Specific Projects

- Timeline: Align with specific Kingston Community event schedules
 - Support and coordinate with various community events as per their respective timelines.

Visit Kitsap Peninsula Rack Cards

- Design and Proofing done by VKP: January 01, 2025 March 01, 2025
- Printing: March 2025 December 2025 as needed

This timeline ensures that all projects are completed in a timely manner, with clear deadlines and ongoing tasks to effectively promote Kingston and the North Kitsap region throughout the year.

	2025 Lodging Tax Draft Budget Kingston Visitor Center		
\$23,500.00	Visitor Center Operations		
**************************************	Salary/Wages	\$10,000.00	
	Executive Director (20% of annual salary)	ψ.ιοιοσοίσο	\$10,000.0
	Center Operations/Maintenance	\$23,500.00	V.0,000.0
	Rent/Utilities		\$10,800.0
	Telephone Service		\$900.0
	Office Supplies		\$300.0
	Promotion Items		\$1,500.0
	Ferry Terminal Visitor Kiosk Maintenence & Updates		\$10,000.0
\$8,000.00	Greater Kingston Visitor's Guide		
	Greater Kingston Visitor Guide Printed & Digital		\$3,000.0
	Downtown Kingston Walking Map Printed & Digital		\$5,000.0
	Taking map 1 miles a Digital		\$5,000.0
\$500.00	ExploreKingstonWA.com Website Maintenance		
****	Website Maintenance		\$500.00
\$1,000.00	Kingston Community Event Advertising and Promotion		
	Kingston Cove Christmas	<u> </u>	\$1,000.0
\$2,500.00	Kingston Concerts At The Cove - Saturday Night Concert Series		
Provide the second second	Advertising/Promotion		\$2,500.00
\$8,700.00	Annual Kingston Wine & Down Foot		
\$6,700.00	Annual Kingston Wine & Brew Fest Advertising and Promotion	\$8,700.00	
		\$6,700.00	\$500.00
	Spotify Cascade Media/PBS		\$5,000.00
	Facebook META ad's		\$5,000.00
	Printed & Digital advertising (WestSound Magazine & Kitsap Sun)		\$2,700.00
	Kingston Wine & Brew Fest Website Maintenance (annual fee)	\$400.00	Ψ2,700.00
	Kingston wine & Brew Fest Website Maintenance (annual ree)	\$400.00	
\$12,500.00	Regional Advertising for Kingston		
	Washington State Visitor's Guide (Peninsulas)		\$5,000.00
	Visit Seattle		\$5,000.00
	Discover Kitsap Peninsula and Beyond		\$1,500.00
	Olympic Peninsula Guide		\$1,000.00
\$3,000.00	Visit Kitsap Peninsula Rack Cards		
	printing of the VKP rack cards		\$3,000.0
			= = = = =
\$59,700.00	Total 2025 Funding Request		

Forms 990 / 990-EZ Return Summary

For calendar year 2023, or tax year beginning

, and ending

91-1655808

Greater Kingston Community Chamber

Net Asset / Fund Balance at Be	-		
Revenue			
Contributions		130,773	
Program service revenue			
Investment income		1	
Capital gain / loss			
Fundraising / Gaming:	*		
Gross revenue			
Direct expenses			
Net income			
Other income			
Total revenue			130,774
Expenses			
Program services			
Management and general			
Fundraising	#### L. L. L		
Total expenses		1	.62,957
Excess / (deficit)			-32,183
Ohannan			
Changes			2,149
Net Asset / Fund	Salario at Life of Teat		<u> 15,456</u>
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Form 8879-TE

IRS E-file Signature Authorization for a Tax Exempt Entity

QMB No. 1545-0047

Department of the Treasury Internal Revenue Service 2023

Name of filer EIN or SSN Greater Kingston Community Chamber 91-1655808 Name and title of officer or person subject to tax Shana Ramirez President Type of Return and Return Information Check the box for the return for which you are using this Form 8879-TE and enter the applicable amount, if any, from the return. Form 8038-CP and Form 5330 filers may enter dollars and cents. For all other forms, enter whole dollars only. If you check the box on line 1a, 2a, 3a, 4a, 5a, 6a, 7a, 8a, 9a, or 10a below, and the amount on that line for the return being filed with this form was blank, then leave line 1b, 2b, 3b, 4b, 5b, 6b, 7b, 8b, 9b, or 10b, whichever is applicable, blank (do not enter -0-). But, if you entered -0- on the return, then enter -0- on the applicable line below. Do not complete more than one line in Part I. b Total revenue, if any (Form 990, Part VIII, column (A), line 12) 1b 1a Form 990 check here b Total revenue, if any (Form 990-EZ, line 9) 2b 2a Form 990-EZ check here 3a Form 1120-POL check here b Total tax (Form 1120-POL, line 22) 3b ____ b Tax based on investment income (Form 990-PF, Part V, line 5) 4b 4a Form 990-PF check here 5a Form 8868 check here b Balance due (Form 8868, line 3c) 5b 6a Form 990-T check here **b Total tax** (Form 990-T, Part III, line 4) 6b 7a Form 4720 check here 8a Form 5227 check here b FMV of assets at end of tax year (Form 5227, Item D) 8b 9a Form 5330 check here 10a Form 8038-CP check here b Amount of credit payment requested (Form 8038-CP, Part III, line 22) 10b Declaration and Signature Authorization of Officer or Person Subject to Tax Under penalties of perjury, I declare that l am an officer of the above entity or I am a person subject to tax with respect to (name of entity) , (EIN) and that I have examined a copy of the 2023 electronic return and accompanying schedules and statements, and, to the best of my knowledge and belief, they are true, correct, and complete. I further declare that the amount in Part I above is the amount shown on the copy of the electronic return. I consent to allow my intermediate service provider, transmitter, or electronic return originator (ERO) to send the return to the IRS and to receive from the IRS (a) an acknowledgement of receipt or reason for rejection of the transmission, (b) the reason for any delay in processing the return or refund, and (c) the date of any refund. If applicable, I authorize the U.S. Treasury and its designated Financial Agent to initiate an electronic funds withdrawal (direct debit) entry to the financial institution account indicated in the tax preparation software for payment of the federal taxes owed on this return, and the financial institution to debit the entry to this account. To revoke a payment, I must contact the U.S. Treasury Financial Agent at 1-888-353-4537 no later than 2 business days prior to the payment (settlement) date. I also authorize the financial institutions involved in the processing of the electronic payment of taxes to receive confidential information necessary to answer inquiries and resolve issues related to the payment. I have selected a personal identification number (PIN) as my signature for the electronic return and, if applicable, the consent to electronic funds withdrawal. PIN: check one box onfv X Lauthorize Parker Mooers & Cena, PS _____ to enter my PIN as my signature ERO firm name Enter five numbers, but do not enter all zeros on the tax year 2023 electronically filed return. If I have indicated within this return that a copy of the return is being filed with a state agency(ies) regulating charities as part of the IRS Fed/State program, I also authorize the aforementioned ERO to enter my PIN on the return's disclosure consent screen. As an officer or person subject to tax with respect to the entity, I will enter my PIN as my signature on the tax year 2023 electronically filed return. If I have indicated within this return that a copy of the return is being filed with a state agency(ies) regulating charities as part of the IRS Fed/State program, I will enter my PIN on the return's disclosure consent screen. 04/01/24 **Certification and Authentication** ERO's EFIN/PIN. Enter your six-digit electronic filing identification number (EFIN) followed by your five-digit self-selected PIN. 91345615151 Do not enter all zeros I certify that the above numeric entry is my PIN, which is my signature on the 2023 electronically filed return indicated above. I confirm that I am submitting this return in accordance with the requirements of Pub. 4163, Modernized e-File (MeF) Information for Authorized IRS e-file Providers for Business Returns. Date 04/01/24 Dennis Bryan, CPA ERO's signature _

Form 990-EZ

Short Form Return of Organization Exempt From Income Tax

Under section 501(c), 527, or 4947(a)(1) of the Internal Revenue Code (except private foundations)

OMB No. 1545-0047

Department of the Treasury Internal Revenue Service Do not enter social security numbers on this form, as it may be made public.

Go to www.irs.gov/Form990EZ for instructions and the latest information.

<u>A</u>			ndar year, or tax year beginning , and ending				
В		f applicable:	C Name of organization			D Emplo	yer identification numbe
		s change					yo. Idontinoation flathing
	Name c	ū	Greater Kingston Community Chamb	er		91-	1655808
	Initial re		Number and street (or P.O. box if mail is not delivered to street address)		Room/suite		one number
\exists		turn/terminated	PO Box 78			360	-860-2239
			City or town, state or province, country, and ZIP or foreign postal code				Exemption
		tion pending	Kingston WA 98346			Numbe	· ·
			Cash X Accrual Other (specify)		H Che	eck X if	the organization is not
			.kingstonchamber.com		req		ch Schedule B
			check only one) 501(c)(3) X 501(c)(6) (insert no.) 4947(a)(1		27 (Fo	rm 990).	
		of organizatio		ner			
L (Dai	rt II. oo	nes 50, 60, an	nd 7b to line 9 to determine gross receipts. If gross receipts are \$200,	,000 or mo	re, or if total a	ssets	
		Pover	\$500,000 or more, file Form 990 instead of Form 990-EZ			\$	130,774
	······································		nue, Expenses, and Changes in Net Assets or Fund	Balance	s (see the ir	nstructions	for Part I)
	1	Contributions	if the organization used Schedule O to respond to any question	on in this	Part I		X
	2	Originations,	gifts, grants, and similar amounts received			1	130,773
	3	Momborshir	rvice revenue including government fees and contracts			. 2	<u>.</u>
i	4	Investment	o dues and assessments			3	
	-т 5а	Groce omou	income			4	1
	b	Loss aniou	unt from sale of assets other than inventory 5	a			
	c	Gain or /loss)	or other basis and sales expenses 5	b		100-2 may 100-2	
	6		from sale of assets other than inventory (subtract line 5b from line 5a)			5c	***····
	-		I fundraising events:			Well and the	
	2	\$15,000)	ne from garning (attach Schedule G if greater than	1			
Revenue	h			a			
Š				contributio	ins		
PE			sing events reported on line 1) (attach Schedule G if the gross income and contributions exceeds \$15,000)	L I		A 700 C 400	
	_		expenses from gaming and fundraising events 6	<u>ь</u>		12 13 12 13 14 14 14 14 14 14 14 14 14 14 14 14 14	
	d		or (loss) from gaming and fundraising events (add lines 6a and 6b ar				
						C-J	
	7a	Gross sales	of inventory, less returns and allowances			6d	
	b		Francis and			100 Mg 10	
	c		or (loss) from sales of inventory (subtract line 7b from line 7a)			7c	
]	8					1 - 1	
	9		ue (describe in Schedule O) ue. Add lines 1, 2, 3, 4, 5c, 6d, 7c, and 8			9	130,774
\neg	10	Grants and	similar amounts paid (list in Schedule O)				
	11	Benefits paid	d to or for members				
y	12	Salaries, oth	ner compensation, and employee benefits	**********		12	53,268
Se	13	Professional	I fees and other payments to independent contractors			13	6,446
Expenses	14	Occupancy,	rent, utilities, and maintenance			14	10,200
ŭ	15	Printing, pub	olications, postage, and shipping			15	
	16	Other expen	ses (describe in Schedule O)			16	93,043
	17	Total expen	ses. Add lines 10 through 16			17	162,957
	18	Excess or (c	deficit) for the year (subtract line 17 from line 9)			18	-32,183
Set	19	Net assets of	or fund balances at beginning of year (from line 27, column (A)) (must	t agree with	1		
As		end-of-year	figure reported on prior year's return)			19	45,490
Net Assets	20	Other chang	es in net assets or fund balances (explain in Schedule O)			20	2,149
-	21	Net assets of	or fund balances at end of year. Combine lines 18 through 20			. 21	15,456

For Paperwork Reduction Act Notice, see the separate Instructions.

Form 990-EZ (2023)

I TEE

Form 990-EZ (2023)

Other Information (Note the Schedule A and personal benefit contract statement requirements in the

Page 3

	instructions for Part V.) Check if the organization used Schedule O to respond	to any question in this	Part V		
33				Yes	No
33	Did the organization engage in any significant activity not previously reported to the IRS? If "Yes.	" provide a			
34	detailed description of each activity in Schedule O		33		X
J -T	Were any significant changes made to the organizing or governing documents? If "Yes," attach a	conformed			
	copy of the amended documents if they reflect a change to the organization's name. Otherwise, change on Schedule O. See instructions				
35a	Did the organization have unrelated business gross income of \$1,000 or more during the year fro		34	District Control	X
	activities (such as those reported on lines 2, 6a, and 7a, among others)?	m business	material State		
ь	If "Yes" to line 35a, has the organization filed a Form 990-T for the year? If "No," provide an expla	and the Colon of the Colon	35a		X
¢	Was the organization a section 501(c)(4), 501(c)(5), or 501(c)(6) organization subject to section 6	Shation in Schedule O	35b		
	reporting, and proxy tax requirements during the year? If "Yes," complete Schedule C, Part III	1003(e) Hotice,	25-		X
36	Did the organization undergo a liquidation, dissolution, termination, or significant disposition of ne	t assats	35c		
	during the year? If "Yes," complete applicable parts of Schedule N	,, dodo.co	36		X
37a	Enter amount of political expenditures, direct or indirect, as described in the instructions	37a			
b	Did the organization file Form 1120-POL for this year?		37b		X
38a	to any once, director, trustee, or key empi	oyee; or were			
	any such loans made in a prior year and still outstanding at the end of the tax year covered by thi	s return?	38a	et di theil in the special	X
ь	If "Yes," complete Schedule L, Part II, and enter the total amount involved	38b			
39	Section 501(c)(7) organizations. Enter:	SPATE CONTROL OF THE PROPERTY			
a	Initiation fees and capital contributions included on line 9	39a	F James		
40-	Gross receipts, included on line 9, for public use of club facilities	39b			
40a	to to to to to to the digenization during the year				
ь	section 4911 ; section 4912 ; section 495	<u> </u>			
D	Section 501(c)(3), 501(c)(4), and 501(c)(29) organizations. Did the organization engage in any se	ction 4958			
	excess benefit transaction during the year, or did it engage in an excess benefit transaction in a p that has not been reported on any of its prior Forms 990 or 990-EZ? If "Yes," complete Schedule	rior year		1	
c	Section 501(c)(3), 501(c)(4), and 501(c)(29) organizations. Enter amount of tax imposed	L, Part I	40Ь		
•	on organization managers or disqualified persons during the year under sections 4912,				
	4955, and 4958				PART TO SERVICE STATE OF THE S
d	Section 501(c)(3), 501(c)(4), and 501(c)(29) organizations. Enter amount of tax on line		Section 1 and 1 an		11.00
	40c reimbursed by the organization		00 PM 100 PM		
e	All organizations. At any time during the tax year, was the organization a party to a prohibited tax	shelter			
	transaction? If "Yes," complete Form 8886-T		40e	ant are are some	X
41	List the states with which a copy of this return is filed None				
42a	The organization's books are in care of Parker, Mooers & Cena PS	Telephone no. 3	60-69	2-8	808
	9222 Bay Shore Dr NW Ste 150			,,,,,,	
	Located at Silverdale W	A ZIP + 4	98383		
b	At any time during the calendar year, did the organization have an interest in or a signature or oth			Yes	No
	a financial account in a foreign country (such as a bank account, securities account, or other financial	cial account)?	42b	is a substance of	X
	If "Yes," enter the name of the foreign country See the instructions for exceptions and filing requirements for FinCEN Form 114, Report of Foreign	in Bank and			
	Financial Accounts (FBAR).	jii balik aliu		and any art	
c	At any time during the calendar year, did the organization maintain an office outside the United St	ates?	42c		X
	If "Yes," enter the name of the foreign country	,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,			
43	Section 4947(a)(1) nonexempt charitable trusts filing Form 990-EZ in lieu of Form 1041 — Check	here			
	and enter the amount of tax-exempt interest received or accrued during the tax year				
			THE RESERVE OF THE PERSON OF T	Yes	No
44a	Did the organization maintain any donor advised funds during the year? If "Yes," Form 990 must k	oe .			
	completed instead of Form 990-EZ		44a	monte isan mass	<u> X</u>
b	Did the organization operate one or more hospital facilities during the year? If "Yes," Form 990 mg			10013	
	completed instead of Form 990-EZ				X
C	Did the organization receive any payments for Indoor tanning services during the year?		44c		X
d	If "Yes" to line 44c, has the organization filed a Form 720 to report these payments? If "No," provided the second of the second		ACL TO SHOW		MALESC CONTRACTOR
	explanation in Schedule O				X
45a	Did the organization have a controlled entity within the meaning of section 512(b)(13)?	na i i i i i i i i i i i i i i i i i i i	45a		
b	Did the organization receive any payment from or engage in any transaction with a controlled enti-				
	meaning of section 512(b)(13)? If "Yes," Form 990 and Schedule R may need to be completed ins		45b		X
DAA	Form 990-EZ. See instructions		Form 990	-EZ /	
~~~				,	,

Form	990-EZ (2	⁰²³⁾ Gre	eater K	ingston Co	mmunity C	hambe	r 91-16	55808				1	Page 4
46	Did the o	organization en dates for public	ngage, directly c office? If "Ye	or indirectly, in polics," complete Sched	tical campaign activule C, Part I	vities on be	ehalf of or in o	opposition	,		46	A STATE OF THE	No X
		Section 50 All section 5 50 and 51.	<b>01(c)(3) Or</b> 501(c)(3) org	ganizations On anizations must a n used Schedule	nly enswer questions	47–49b a	and 52, and	complete	the tab	les f		<b></b> .	
47		organization en	ngage in lobby	ing activities or hav							ele kolo	Yes	No
48		'Yes," complet		, Part II ribed in section 170(	(h)/4\/A\/(i\) If #Van	" namenlat				,	47	+	<del> </del>
49a	Did the	organization ma	ake any trans	fers to an exempt no	on-charitable related	, complet d organiza	e Schedule E ition?				48 49a		+-
b	If "Yes,"	was the related	d organizatior	na section 527 orga	nization?						491	-	
50	Complet	e this table for	the organizat	ion's five highest co	mpensated employ	ees (other	than officers,	, directors,	trustees	s, and	key		
	employe	es) who each i	received more	than \$100,000 of c	(b) Average		zation. If there						
		(a) Name and	title of each em	ployee	hours per week devoted to position	(Forms W	pensation	contribution benefit deferred o	th benefit is to emp plans, an ompensa	ovee	(e) Estimat other cor		
		,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,											
		***********											
				, , , , ,									
51	Complete	e this table for	the organizati	id over \$100,000 ion's five highest coorganization. If there	mpensated indeper	ndent conti ne."	ractors who e	ach receiv	ed more	than			
	(a	) Name and bus	iness address (	of each independent o	ontractor		<b>(b)</b> Type	e of service			(c) Comp	ensatio	n
				.,,									
												ļ	
52	Did the c	rganization co	mplete Sched	ontractors each reci lule A? <b>Note:</b> All se	ction 501(c)(3) orga	nizations	must attach a						No
Under	nenalties	of periury. I deal	lare that I have	examined this return, arer (other than officer	including accompanyi	na schedul	es and stateme	nts, and to	the best o	of my l	Ye knowledge	<del></del>	
	Jan Jan Gill			- 5- (	,								
Sign Here			a Ramir	ez		P	reside						
	160	Type or print na		T _E	reparer's signature			Date	<u> </u>		PTI	N	
Paid	De	nt/Type preparer's	, CPA	D	ennis Bryan, C	PA			01/24	Check self-em	ployed po	3144	
	0-1	m's nam <del>e</del> m's address	9222 E	Mooers & Say Shore Indale, WA	<u>Cena, PS</u> Or NW Ste 98383-911				Phone to		91-1° 91-69:		
May	the IRS o	liscuss this reti		reparer shown abov					T E DOUG IN	<u> </u>	X_`		No
	-1- 11-0-										Form 99	0-EZ	(2023)

#### SCHEDULE O (Form 990)

## 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.

OMB No. 1545-0047

Department of the Treasury Internal Revenue Service Attach to Form 990 or Form 990-EZ.

Go to www.irs.gov/Form990 for the latest information.

Name of the organization Employer identification number Greater Kingston Community Chamber 91-1655808 Form 990-EZ, Part I, Line 16 - Other Expenses Description Amount Expenses Advertising 23,087 Total Office Expense 2,263 Computer, Software & Internet 5,773 Mileage & Travel 1,557 General Liability 1,537 Bank Service Charges 1,781 Business License 521 Fundraising 28,864 Luncheon/ Member Activity 9,153 Dues and Subscriptions 2,074 Telephone 1,059 Meetings 521 Utilities 14 Non-investment Depreciation 14,839 Total \$ 93,043 Form 990-EZ, Part I, Line 20 - Other Changes in Net Assets or Fund Balances Description Amount to correct beginign balance To correct begining balance \$ -8,685

Book / Tax Depreciation Difference

10,834

Form 4562

Department of the Treasury Internal Revenue Service

### **Depreciation and Amortization**

(Including Information on Listed Property) Attach to your tax return.

OMB No. 1545-0172

Go to www.irs.gov/Form4562 for instructions and the latest information. Name(s) shown on return

Identifying number Greater Kingston Community Chamber 91-1655808 Business or activity to which this form relates Indirect Depreciation 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) 1,160,000 1 Total cost of section 179 property placed in service (see instructions) 2 2 Threshold cost of section 179 property before reduction in limitation (see instructions) 3 2,890,000 3 Reduction in limitation. Subtract line 3 from line 2. If zero or less, enter -0-4 4 Dollar limitation for tax year. Subtract line 4 from line 1. If zero or less, enter -0-. If married filing separately, see instructions 6 (a) Description of property (b) Cost (business use only) Listed property. Enter the amount from line 29 Total elected cost of section 179 property. Add amounts in column (c), lines 6 and 7 8 8 Tentative deduction, Enter the smaller of line 5 or line 8 9 Carryover of disallowed deduction from line 13 of your 2022 Form 4562 10 10 Business income limitation. Enter the smaller of business income (not less than zero) or line 5. See Instructions 11 11 Section 179 expense deduction. Add lines 9 and 10, but don't enter more than line 11 ... 12 12 Carryover of disallowed deduction to 2024. Add lines 9 and 10, less line 12 13 Note: Don't use Part II or Part III below for listed property. Instead, use Part V. Special Depreciation Allowance and Other Depreciation (Don't include listed property, See instructions.) Special depreciation allowance for qualified property (other than listed property) placed in service during the tax year. See instructions 13,543 14 Property subject to section 168(f)(1) election 15 Other depreciation (including ACRS) . 16 MACRS Depreciation (Don't include listed property. See instructions.) Section A MACRS deductions for assets placed in service in tax years beginning before 2023 17 619 If you are electing to group any assets placed in service during the tax year into one or more general asset accounts, check here. Section B—Assets Placed in Service During 2023 Tax Year Using the General Depreciation System (b) Month and year (c) Basis for depreciation (d) Recovery (a) Classification of property placed in (business/investment use (e) Convention (f) Method (g) Depreciation deduction period only-see instructions) service 19a 3-year property 3,386 677 5.0 200DB Ь 5-year property HY 7-year property C d 10-year property 15-year property 20-year property 25 yrs. 25-year property S/L 9 27,5 yrs. MM S/L Residential rental property MM S/L 27.5 yrs. MM S/L 39 yrs. i Nonresidential real ММ property S/L Section C-Assets Placed in Service During 2023 Tax Year Using the Alternative Depreciation System 20a Class life S/L b 12-year 12 yrs. MM S/L 30-year 30 yrs. MM 40-year 40 yrs. S/L Summary (See instructions.) Listed property. Enter amount from line 28 21 Total. Add amounts from line 12, lines 14 through 17, lines 19 and 20 in column (g), and line 21. Enter 14,839 here and on the appropriate lines of your return. Partnerships and S corporations—see instructions. For assets shown above and placed in service during the current year, enter the 23 portion of the basis attributable to section 263A costs.

KIN5808 Greater Kingston Community Chamber
91-1655808 Federal Asset Report Form 990, Page 1

04/01/2024 10:24 AM

FYE: 12/31/2023

<u>Asset</u>	Description	Date In Service	Cost	Bus %	Sec 179Bonus	Basis for Depr	PerConv Meth	Prior	Current
	operty: MGt Software ve Digital Kiosk	5/05/23 4/13/23 _	6,123 10,806 16,929		X X	1,225 2,161 3,386	5 HY 200DB 5 HY 200DB	0 0	5,143 9,077 14,220
Prior MACRS: 3 Furniture		1/01/22	1,548 1,548		Χ .	1,548 1,548	5 HY 200DB	0	619 619
	Grand Totals Less: Dispositions and Transfe Less: Start-up/Org Expense Net Grand Totals	ers 	18,477 0 0 18,477		-	4,934 0 0 4,934		0 0 0	14,839 0 0 14,839

KIN5808 Greater Kingston Community Chamber 91-1655808 WA Asset Report

Form 990, Page 1

04/01/2024 10:24 AM

FYE: 12/31/2023

Asset	Description	Date In Service	Cost	Basis for Depr	WA Prior	WA Current	Federal Current	Difference Fed - WA
5-year GDS 1 Memb 2 Interact	<u>Property:</u> er MGt Software ctive Digital Kiosk	5/05/23 4/13/23	6,123 10,806	1,225 2,161	0	5,143 9,077	5,143 9,077	0 0
			16,929	3,386	0	14,220	14,220	0
Prior MACE 3 Furnit		1/01/22	1,548 1,548	1,548 1,548	0	619 619	619 619	0
	Grand Totals Less: Dispositions Less: Start-up/Org Expense	idas	18,477 0 0	4,934 0 0	0 0 0	14,839 0 0	14,839 0 0	0 0 0
	Net Grand Totals		18,477	4,934	0	14,839	14,839	0

KIN5808 Greater Kingston Community Chamber 91-1655808 AMT Asset Report Form 990, Page 1

04/01/2024 10:24 AM

FYE: 12/31/2023

Asset	Description	Date In Service	Cost	Bus %	Sec 179Bonus	Basis for Depr	Per Conv Meth	Prior	Current
	<b>perty:</b> MGt Software e Digital Kiosk	5/05/23 4/13/23	6,123 10,806 16,929		X X	1,225 2,161 3,386	5 HY 200DB 5 HY 200DB	0 0	5,143 9,077 14,220
Prior MACRS: 3 Furniture		1/01/22	1,548 1,548		X	1,548 1,548	5 HY 200DB	0	619 619
	Grand Totals Less: Dispositions and Transfe Net Grand Totals	ers _	18,477 0 18,477			4,934 0 4,934		0 0	14,839 0 14,839

FYE: 12/31/2023

KIN5808 Greater Kingston Community Chamber
91-1655808 Bonus Depreciation Report

04/01/2024 10:24 AM

0

4,934

Form 990, Page 1

Tax Sec 179 Exp Bus Tax - Basis for Depr Date In Tax Current Prior Asset Property Description Service Cost Pct Bonus Bonus 1 Member MGt Software 5/05/23 6,123 1,225 2,161 1,548 0 4,898 0 2 Interactive Digital Kiosk 0 4/13/23 10,806 8,645 0 3 Furniture 1/01/22 1,548 0

18,477

0

13,543

**Grand Total** 

FYE: 12/31/2023

# KIN5808 Greater Kingston Community Chamber 91-1655808 Depreciation Adjustment Report

**All Business Activities** 

AMT Adjustments/ Preferences Form Unit Asset Description Tax **AMT** 

**MACRS Adjustments:** 

Page 1 Page 1 Page 1 1 2 3 Member MGt Software Interactive Digital Kiosk 1 Furniture

5,143 9,077 5,143 9,077 619 619 14,839 14,839

0 0 0

04/01/2024 10:24 AM

KIN5808 Greater Kingston Community Chamber
91-1655808 Future Depreciation Report FYE: 12/31/24 04/01/2024 10:24 AM

FYE: 12/31/2023

Form 990, Page 1

Asset	Description	Date In Service	Cost	Tax	AMT
Prior M	IACRS:				
1 2 3	Member MGt Software Interactive Digital Kiosk Furniture	5/05/23 4/13/23 1/01/22	6,123 10,806 1,548	392 692 372	392 692 372
			18,477	1,456	1,456
	Grand Totals		18,477	1,456	1,456

91-1655808

KIN5808 Greater Kingston Community Chamber
91-1655808 WA Future Depreciation Report

04/01/2024 10:24 AM FYE: 12/31/24

FYE: 12/31/2023

Form 990, Page 1

Asset	Description	Date In Service	Cost	WA
Prior N  1 2 3	IACRS:  Member MGt Software  Interactive Digital Kiosk  Furniture	5/05/23 4/13/23 1/01/22	6,123 10,806 1,548 18,477	392 692 372 1,456
	Grand Totals		18,477	1,456

#### DEPARTMENT OF THE TREASURY

Date:

MAR 0 7 2014

Employer Identification Number:

91-1655808

DLN:

17053258377032

GREATER KINGSTON COMMUNITY CHAMBER Contact

OF COMMERCE

PO BOX 78

KINGSTON, WA 98346

Contact Person:

DIANE M ECKARD

ID# 31394

Contact Telephone Number:

(877) 829-5500

Accounting Period Ending:

December 31

Form 990 Required:

Yes

Effective Date of Exemption:

May 15, 2010

Contribution Deductibility:

No

Addendum Applies:

Yes

#### Dear Applicant:

We are pleased to inform you that upon review of your application for taxexempt status we have determined that you are exempt from Federal income tax under section 501(c)(6) of the Internal Revenue Code. Because this letter could help resolve any questions regarding your exempt status, you should keep it in your permanent records.

Please see enclosed Publication 4221-NC, Compliance Guide for Tax-Exempt Organizations (Other than 501(c)(3) Public Charities and Private Foundations), for some helpful information about your responsibilities as an exempt organization.

Sincerely,

Director, Exempt Organizations

Enclosure: Publication 4221-NC

#### GREATER KINGSTON COMMUNITY CHAMBER

#### ADDENDUM

Based on the information submitted with your application, we approved your request for reinstatement under Revenue Procedure 2014-11. Your effective date of exemption, as shown in the heading of this letter, is retroactive to the date of revocation.