

CITY OF CLEARWATER  
Special Events Tickets/VIP Passes - Reporting Log

Event Date: \_\_\_\_\_

Event Name: \_\_\_\_\_

Purpose of Use: \_\_\_\_\_

Tickets Issued to	Attendees Name	Department	Position or Employee ID	# of Tickets Issued	Value of Tickets Issued

Parks & Recreation Event Coordinator: \_\_\_\_\_

Date: \_\_\_\_\_

**CITY OF CLEARWATER  
Special Events  
Individual Use Gift Reporting Statement**

Event Date: \_\_\_\_\_

Event Name: \_\_\_\_\_

Parks & Recreation Event Coordinator: \_\_\_\_\_

1) Name of person tickets issued to: \_\_\_\_\_

2) Name of Attendees: \_\_\_\_\_

3) Department: \_\_\_\_\_

4) Position and/or Employee ID #: \_\_\_\_\_

5) 

_____	_____	=	_____
number of tickets	ticket value		total value of tickets