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To: DDA Board of Directors  
From: Susie Stec, Director – Community & Economic Development /DDA Director  
Date: March 11, 2024  
RE: 2024 Promotional Item Purchase

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Promotional items were last purchased in 2021 after the board completed rebranding. Previous giveaways included DDA-branded bags, small buttons, temporary tattoos and business directory magnets. Our stock of these items has been depleted, and new items are needed.

Staff and the Promotions Committee recommend purchasing the items listed below. These items will be used as giveaways at events throughout the year, and will help with increasing awareness and brand recognition of LVDDA. Other items are still being considered.

Item	Quantity	Cost
Tote Bags	400	\$1,421.14
Pens	1,000	\$310
Chip Clips	500	\$600
<b>TOTAL</b>		<b>\$2,331.14</b>

**Suggested Motion:** Authorize DDA staff to purchase promotional items for the purpose of marketing the organization and district as a whole, for an amount not to exceed \$3,000.00.