

JAR 27



STATE OF NEW HAMPSHIRE  
DEPARTMENT OF BUSINESS AND ECONOMIC AFFAIRS  
DIVISION OF TRAVEL AND TOURISM

172 Pembroke Road, Concord, New Hampshire 03301  
Website: [www.visitnh.gov](http://www.visitnh.gov) Email: [travel@livefree.nh.gov](mailto:travel@livefree.nh.gov)

TAYLOR CASWELL  
Commissioner

VICTORIA CIMINO  
Director

TEL: 603-271-2665  
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January 2, 2018

His Excellency, Governor Christopher T. Sununu  
and the Honorable Executive Council  
State House  
Concord, New Hampshire 03301

**REQUESTED ACTION**

Authorize the Department of Business and Economic Affairs, Division of Travel and Tourism Development to renew a **RETROACTIVE** 1-year membership with the U.S. Travel Association (USTA) (VC #170732), located in Washington, DC in the amount of \$12,400 for the 2018 calendar year upon Governor and Executive Council approval through December 31, 2018. 100% General Funds

Funding is available in accounting unit titled, Division of Travel - Tourism, as follows:

	<b><u>FY 2018</u></b>
03-22-22-222010-20130000	
Division of Travel - Tourism	
026-500251 Membership Fees	\$12,400

**EXPLANATION**

The U.S. Travel Association (USTA) is an organization dedicated to increasing travel to and within the United States. The Division of Travel and Tourism Development (DTTD) has been an active member of this organization for thirty-four years. USTA membership benefits include: online membership directory inclusion, breaking travel industry-related news, exclusive access to USTA publications, discounted registration fees to events and international trade shows, and discounted research subscription packages.

Membership provides a forum for New Hampshire to strengthen its position as a preferred travel destination, allowing for participation in a USTA National Council and access to ENGAGE, an online community of tourism office members.



Listed below are answers to the questions required for Governor and Council organization dues and membership approval submissions and a copy of the renewal invoice is attached:

**1. How long has this organization been in existence and how long has this agency been a member of this organization?**

The U.S. Travel Association (USTA) was established in 1941. New Hampshire has been a member since at least 1982.

**2. Is there any other organization which provides the same or similar benefits which your agency belongs to?**

This is the only organization that the Division of Travel and Tourism Development belongs to that provides national data and trending reports.

**3. How many other state's belonging to this organization and is your agency the sole New Hampshire state agency that is a member?**

All fifty states, territories and the District of Columbia belong to this organization, with the exception of the Northern Mariana Island. The Division of Travel and Tourism Development is the only New Hampshire state agency that is a member of the organization. All of the six New England states are members of USTA.

**4. How is the dues structure established? (Standard fee for all states, based on population, based on other criteria, etc)**

The dues structure is tiered. The structure is based on annual budget appropriations.

**5. What benefit does the state receive from participating in this membership?**

USTA membership benefits include: inclusion in the online membership directory, breaking travel industry-related news, exclusive access to USTA publications, discounted registration fees to events and international trade shows, and discounted research subscription packages.

Membership provides a forum for New Hampshire to strengthen its position as a preferred travel destination, allowing for participation in a USTA National Council and access to ENGAGE, an online community of tourism office members.

**6. Are training or educational/ research materials included in the membership? If so, is the cost included? Explain in detail.**

Online access to the executive summary of USTA publications, travel forecasts, Travel Price Index and the Travel Sentiment Index are included in the membership. Additional research materials and packages are available at a discounted cost.



**7. Is the membership required to receive any federal grants or required in order to receive or participate in licensing or certification exams? Explain.**

No, membership is not required to receive federal grants, nor is it required to receive or participate in licensing or certification exams.

**8. Is there any travel included with this membership fee? Explain in detail any travel to include the number of employees involved, the number of trips, destination if known and purposes of membership supported trips.**

There is no travel included with this membership fee.

**9. Which state agency employees are directly involved with this organization? (Indicate if they are members, voting members, committee members, and/or officers of the organization.)**

The Division of Travel and Tourism Development, its director, and all Division staff, are considered members of the organization.

**10. Explain in detail any negative impact to the State if the Agency did not belong to this organization.**

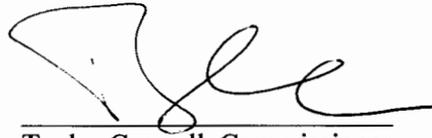
New Hampshire would lose access to national research data and information regarding national travel trends. The state would also lose its 30 percent registration fee discount to events and international trade shows. The state would lose the ability to serve on the USTA National Council and access to ENGAGE, an online community of tourism office members.

Respectfully submitted,



Victoria Cimino, Director  
Division of Travel and Tourism Development

Concurred,



Taylor Caswell, Commissioner  
Department of Business and Economic Affairs



Customer# 0000001850

Invoice#: 72658

Date: 11/03/2017

RECEIVED

New Hampshire Division of Travel & Tourism Dev.  
172 Pembroke Road  
Concord, NH 03301

DEC 11 2017

Attn: Ms. Victoria Cimino

Product	Total
Renewal Regular Membership	\$12,400.00 *
National Council of State Tourism Directors (NCSTD) Assessment	\$200.00
Research Package: Regular Member	\$0.00
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Total Invoice Amount:	\$12,600.00

## 2018 Membership Invoice (1/01/2018 - 12/31/2018)

Thank you for your continued support of U.S. Travel Association's work on behalf of the U.S. travel industry. Please call if we can be of assistance in any way.

Since U.S. Travel Association engages in lobbying efforts on behalf of its members, 80% of your dues investment in 2018 is deductible under federal law as a business expense.

\*The amount reflects a 2.5% increase, as determined by the Board of Directors on July 23, 2015.

(U.S. Travel Association Federal Tax ID #: 530231139)

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### Payment Options:

#### Check:

Payable to: U.S. Travel Association, Attn: Accounts Receivable,  
1100 New York Avenue, NW, Suite 450, Washington, DC 20005

#### Online:

<https://www.ustravel.org>

The Primary member contact should sign in and visit "Account" to pay invoice.

Note: Only the Primary Member Contact can pay the invoice online

#### Wire Transfer/ACH:

Account Number: 2000030662238  
Bank Routing Number: 121000248  
Swift Code: WFBIUS6S (International)

#### Credit Card:

American Express/Discover/MasterCard/Visa - Please call 202.408.8422 / Accounts Receivable

#### Billing & Payment Questions:

email: [finance@ustravel.org](mailto:finance@ustravel.org) or call 202.408.8422 / Accounts Receivable