



Minnesota Department
of Agriculture

625 Robert Str
www.mda.state

Inv. #: TSP REIMB BOLTO BEE JUN-SEP 17

Inv. Date: 10/1/2017

Rec'd On: 10/13/2017

R# 54308

Agricultural Marketing and Development, Ph: 651-201-6539

Tradeshow & Demo Support Program (TSP) Application for Reimbursement

TAF
PAID

Use this form to apply for reimbursement of up to 50 percent of eligible expenses for wholesale food shows and in-store retail sampling events. These opportunities are offered first-come, first-served (funds are limited).

OCT 16 2017

Go here for TSP guidelines: <http://www.mda.state.mn.us/food/business/processedfoods/tradeshowsupport.aspx>

Dept. of Agriculture
Finance & Budget Div.

First Name / MI Chiara	Last Name Bolton	Phone 651-728- 1530		
Company Name Bolton Bees		Email boltonbees@gmail.com		
Mailing Address 1130 Charles Avenue		City St. Paul	State MN	Zip 55104
Wholesale Tradeshow				
Event(s) and Date(s)				
Booth Space (receipt required)		\$	\$	
Booth Improvement/Development/Membership (receipt required)		\$	\$	
In-store Retail Sampling Event - Complete Table on Page 2				
			*Total From Page 2 Total Request	\$2,479.72
				\$ 2,479.72

Submit this form along with receipts and a completed IRS W-9 (for first time applicants). Mail to Alatheia Stenvik at the address above, or e-mail to alatheia.stenvik@state.mn.us. Copies of receipts may be attached to electronic submissions as .pdf documents.

I, the undersigned, agree to submit evaluation forms and surveys with sales information to MDA after events and to supply requested documentation of expenditures. I confirm that our company has less than 500 employees. I attest that the information submitted with this form is true, complete, & accurate. I agree to keep all related records in a file, available for inspection by MDA or a state auditor for no less than three years. I hereby grant permission to the MDA to take and use video and photographs and/or digital images of me for use in printed educational publications or materials, agency outreach materials, electronic publications, websites, or social media sites. I authorize the use of these images without compensation to me. All footage, negatives, prints, and digital reproductions shall be the property of the MDA. I attest that the information submitted with this form is true, complete, and accurate.

10/1/17

Applicant Signature

Date

NOTE: We are requesting IRS Form W-9 in order to issue a payment to you under the TSP Program. You are not legally required to give us this information but we will be unable to process your claim without it. No one will have access to your social security number except those permitted access by law, by your written consent, by a court order, or by those department employees whose job duties require access.

TO BE COMPLETED BY MINNESOTA DEPARTMENT OF AGRICULTURE			
Date Received	10/1/17	Vendor ID	976306
		PO: B04013(4) 20430	3(4) 24691
Ok to Pay \$	2479.72	Denied Claims Reason	
Signed			

In accordance with the Americans with Disabilities Act, this information is available in alternative forms of communication upon request by calling 651-201-6000. AG-03233 TTY users can call the Minnesota Relay Service at 711. The MDA is an equal opportunity employer and provider. 7/11/16 Page 1 of 2



625 Robert Street North, St. Paul, MN 55155-2538
www.mda.state.mn.us

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Demo Reimbursement Claim Table

Transfer the total claim to page 1. You may copy this page if you are making claims for more than 8 events.

A. Demo Location / Store	B. Demo Date	C. Demo Duration	D. Labor Rate Paid (Max \$20/hr)	E. Total Labor Claim (C x D)/2	F. Miles	G. Mileage Rate	H. Mileage Total (F x G)
Seward Franklin	6/5/17	3hrs	\$20/hour	\$30	10.8	0.535/mile	5.778
Seward Friendship	6/6/17	3.25hrs	\$20/hour	\$32.50	9.9	0.535/mile	5.2965
Kowalski White Bear Lake	6/16/17	4hrs	\$20/hour	\$40	14 +38	0.535/mile	27.82
Kowalski Eden Prairie	6/16/17	4hrs	\$20/hour	\$40	25	0.535/mile	13.375
Speedy Market	6/17/17	4.25hrs	\$20/hour	\$42.50	2.1 +6.4	0.535/mile	4.5475
Kowalski Grand	6/17/17	3.5hrs	\$20/hour	\$35	1.6	0.535/mile	0.856
Kowalski Shoreview	6/18/17	4hrs	\$20/hour	\$40	12.7 + 22.7	0.535/mile	18.939
Kowalski Eagan	6/18/17	4hrs	\$20/hour	\$40	12.8	0.535/mile	6.848
Kowalski Oak Park Heights	6/19/17	4hrs	\$20/hour	\$40	41.2	0.535/mile	22.042
Kowalski Parkview	6/20/17	4hrs	\$20/hour	\$40	21.2	0.535/mile	11.342
Kowalski Woodybury	6/21/17	4hrs	\$20/hour	\$40	13.8+ 22.9	0.535/mile	19.6345
Valley Natural	6/21/17	3hrs	\$20/hour	\$40	16.8	0.535/mile	8.988
Kowalski Lyndale	6/22/17	4hrs	\$20/hour	\$40	14	0.535/mile	7.49
Kowalski Eden Prairie	6/23/17	4hrs	\$20/hour	\$40	24.6 + 37.7	0.535/mile	33.3305
Kowalski White Bear Lake	6/23/17	4hrs	\$20/hour	\$40	14.1	0.535/mile	7.5435
Brines	6/24/17	3hrs	\$20/hour	\$30	21.9 + 16.8	0.535/mile	20.7045

Seward Franklin	8/26/17	3.25hrs	\$20/hour	\$32.50	5.7 + 6.9	0.535/mile	6.741
Kowalski Lyndale	8/26/17	3hrs	\$20/hour	\$30	12	0.535/mile	6.42
Wedge	8/27/17	3.25hrs	\$20/hour	\$32.50	8.4 + 3.6	0.535/mile	6.42
Seward Friendship	8/27/17	4hrs	\$20/hour	\$40	5.7	0.535/mile	3.0495
Speedy	9/7/17	4hrs	\$20/hour	\$40	12	0.535/mile	6.42
Kowalski Grand	9/8/17	4.25hrs	\$20/hour	\$42.50	1.8 + 9.1	0.535/mile	5.8315
Wedge	9/8/17	3hrs	\$20/hour	\$30	8.4	0.535/mile	4.494
Kowalski White Bear Lake	9/9/17	4.25hrs	\$20/hour	\$40	14.2 + 5.9	0.535/mile	10.7535
Kowalski Shoreview	9/9/17	3.25hrs	\$20/hour	\$32.50	12.7	0.535/mile	6.7945
Valley Natural	9/14/17	4hrs	\$20/hour	\$40	34.6	0.535/mile	18.511
Seward Franklin	9/15/17	4.5hrs	\$20/hour	\$45	5.7 + 20.3	0.535/mile	13.91
Kowalski Eden Prairie	9/15/17	3.75hrs	\$20/hour	\$37.50	24.6	0.535/mile	13.161

Total Claim: [

Example Table

* Transfer this total to

A. Demo Location / Store	B. Demo Date	C. Demo Duration	D. Labor Rate Paid (Max \$20/hr)	E. Total Labor Claim (C x D)/2	F. Miles	G. Mileage Rate	H. Mileage Total (F x G)
Eastside Food Co-op	2/13/2014	2.5	\$ 11.50	\$ 14.37		0.54	
France 44 (Edina)	3/7/2014	3	\$ 20.00	\$ 30	29.1	0.54	\$ 15.71
Lake Wine & Spirits Cheese Shop	3/14/2014	3	\$ 11.50	\$ 17.25		0.54	

Column Descriptions and Definitions:

A. List the store where demo was conducted.

B. List the date of the demo.

C. Demo Duration includes only the amount of time, in hours rounded to the nearest half hour, spent sampling/demoing on-site in a retail location where your p

D. Labor Rate Paid is the hourly rate you actually paid for labor. If a salaried employee, owner, or contracted labor, calculate an hourly rate for their time (enter

E. Total Labor Claim is the labor rate paid x hours divided by 2. Note the math in Column D for the second event in the example, where a \$20+/hour salaried c
(maximum allowed).

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Kowalski Shoreview	6/24/17	3hrs	\$20/hour	\$30	12.7	0.535/mile	6.7945
Kowalski Grand	6/25/17	4hrs	\$20/hour	\$40	2.2	0.535/mile	1.177
Kowalski Lyndale	6/28/17	4hrs	\$20/hour	\$40	24	0.535/mile	12.84
Kowalski Oak Park Heights	6/30/17	4hrs	\$20/hour	\$40	20.9+11.1	0.535/mile	17.12
Kowalski Woodbury	6/30/17	3hrs	\$20/hour	\$30	13.8	0.535/mile	7.383
Speedy Market	7/1/17	4hrs	\$20/hour	\$40	6+ 4.5	0.535/mile	5.6175
Seward Franklin	7/1/17	4hrs	\$20/hour	\$40	5.4	0.535/mile	2.889
Kowalski Shoreview	7/2/17	4hrs	\$20/hour	\$40	25.4	0.535/mile	13.589
Wedge	7/16/17	4hrs	\$20/hour	\$40	8.1 + 7.2	0.535/mile	8.1855
Speedy	7/16/17	4hrs	\$20/hour	\$40	6	0.535/mile	3.21
Valley Natural	7/17/17	3hs	\$20/hour	\$30	34.6	0.535/mile	18.511
Kowalski Grand	7/18/17	4hrs	\$20/hour	\$40	3.6	0.535/mile	1.926
Kowalski White Bear Lake	7/21/17	4hrs	\$20/hour	\$40	14.1 +5.6	0.535/mile	10.5395
Kowalski Shoreview	7/21/17	4hrs	\$20/hour	\$40	12.7	0.535/mile	6.7945
Seward Franklin	7/22/17	4hrs	\$20/hour	\$40	5.4 + 3.1	0.535/mile	4.5475
Wedge	7/22/17	4hrs	\$20/hour	\$40	8.2	0.535/mile	4.387
Seward Friendship	8/12/17	3hrs	\$20/hour	\$40	18.8	0.535/mile	10.058
Seward Franklin	8/13/17	4hrs	\$20/hour	\$40	11.4	0.535/mile	6.099
Kowalski Grand	8/19/17	4hrs	\$20/hour	\$40	3.6	0.535/mile	1.926
Kowalski Shoreview	8/20/17	2.25	\$20/hour	\$22.50	17.7 + 5.9	0.535/mile	12.626
Kowalski White Bear Lake	8/20/17	2hrs	\$20/hour	\$20	14.2	0.535/mile	7.597
Kowalski Eden Prairie	8/24/17	4hrs	\$20/hour	\$40	50.2	0.535/mile	26.857
Kowalski Oak Park Heights	8/25/17	4.25hrs	\$20/hour	\$42.50	20.9 +11.1	0.535/mile	17.12
Kowalski Woodbury	8/25/17	4hrs	\$20/hour	\$40	13.8	0.535/mile	7.383