

DO NOT include any credit card or personal information with this form

Food and Beverage Sampling / On-Site Preparation Approval Form

To provide a safe and comfortable tradeshow environment, and to comply with fire safety codes, the Catering Department at the LVCC requires specific information for all on-site food and beverage preparation and dispensing.

Name of Event: _____ Date of Event: _____

Company Name: _____ Booth #: _____

Contact/Title: _____ Contact Number: _____

Email: _____ On-Site Contact Number: _____

Proprietary Product to be Prepared/Sampled: _____

Non-Alcoholic Beverages are limited to a maximum 3oz containers. All alcoholic beverage sampling requires prior approval as specific laws and policies apply. Please speak with your catering sales manager for further information.

Food items are limited to a sample size not more than 2oz.

Portion Size to be Dispensed **2oz** **3oz**

Nevada Health Law requires use of a hand washing and sanitation station when sampling or preparing food/beverage. You may provide your own station or purchase from Centerplate.

Will you be purchasing a hand washing and sanitation kit from Centerplate? **Yes** **No**

If yes, a member of the Catering Department at the LVCC will be in contact.

Will you be heating or cooking food? **Yes** **No**

If yes, an LVCVA Fire Prevention coordinator will be in contact

Please list the heating or cooking equipment to be used: _____

By submitting this form, I acknowledge I have read and understand the food and beverage policies at the LVCC.

Approval from both LVCC and the Catering Department at LVCC must be received prior to finalizing your plans.

Email completed form to: foodprepandsample@lvcva.com

DO NOT include any credit card or personal information with this form. A Centerplate representative will follow up with you on any balance due

All aforementioned policies will be strictly managed by the LVCC, Centerplate, and the Southern Nevada Health District. Any violation will result in the removal of product from the show floor and or obligatory discontinuation of booth activities.

HAND WASHING & SANITATION KIT

ALL APPROVED FOOD AND BEVERAGE SAMPLING EXHIBITORS ARE REQUIRED TO HAVE HAND WASHING/SANITATION KITS.

Email Completed Form To: exhibitorcateringlvcc@centerplate.com

Show/Event Name:			
Company:			Booth Number:
Address:		City, State, Zip, Country:	
Phone:	Fax:	E-mail:	
Authorized Contact – Please Print:		Authorized Contact Signature:	

Hand Washing & Sanitation Kit: \$75.00+

Hand Washing Kit to include:

- 1 Water Dispenser, 2.5 Gallons of Hot Water, 1 Roll of Paper Towels, Hand Soap, Disposable Bucket
 - Hot Water re-fill stations will be available as directed on the show floor.
 - Water Dispenser must be returned to Centerplate prior to show close. *Unreturned dispensers will result in a charge of \$150.00.*

Sanitation Kit to include:

- 100 Professional Grade Sanitizing Wipes

Pick up locations to be determined. Please contact your Catering Manager. For all deliveries, a \$25.00+ fee applies.

Date	Quantity	Price	Delivery Time	Total
Subtotal			\$	
NV State Tax (8.25%)			\$	
Delivery Fee			\$	
Total			\$	

Pre-payment is required. By signing below, customer agrees to pay total charges as specified as well as any applicable charges for additional items ordered on-site. Centerplate will use this authorization for any additional charges incurred as a result of on-site orders placed by your representatives(s).

Credit Card Authorization:

Cardholder's Name: _____

Credit Card Type: _____

Credit Card Number: _____

Expiration Date: _____

Billing Address: _____

City: _____

State: _____

Zip: _____

Authorized Signature: _____

Date: _____

Handwashing Sanitation Kit



\$75.00+ tax Show Rental

Accompaniments:

1 Disposable Bucket, 1 Roll Paper Towel, 1 Hand Soap, 1 2-Gallon Water Dispenser

Requirements:

Thermos Water Dispenser must be returned to Centerplate.

***** Any unreturned dispensers will result in a charge of \$150*****