



**AUTHORIZATION REQUEST
SAMPLE FOOD AND/OR BEVERAGE DISTRIBUTION**

ARAMARK has the exclusive food and beverage rights within the Las Vegas Convention Center.
Organizations and/or their exhibitors may distribute sample food and/or beverage products only upon written authorization.

GENERAL CONDITIONS:

1. A certificate of liability naming ARAMARK as an additional insured **MUST** be submitted to ARAMARK at least five (5) days prior to first day of the show. Please provide general liability (\$1,000,000.00) and Workers Comp (\$1,000,000.00).

2. Items dispensed are limited to products manufactured, processed or distributed by exhibiting company.
3. All items are limited to SAMPLE SIZES and may be distributed from exhibit location only.
 - a) Non-alcoholic beverage samples, including energy drinks, are limited to a maximum three (3) ounce containers and two (2) fluid ounces of product. Energy drinks **CANNOT** be mixed with alcohol under any circumstances.
 - b) Alcoholic Beverages are limited to a maximum of two (2) ounces or ¼ ounce portion sizes determined by type of beverage being poured – exhibitor may also have to fill out an exhibitor agreement with show management when sampling alcohol.
4. Food items are limited to two (2) ounces or bite size portions.
5. Food and/or beverage items as traffic promoters (i.e., popcorn, coffee, bar service) **MUST** be purchased through ARAMARK.
6. Exhibiting firms who wish to dispense alcoholic beverages **MUST** ship product through ARAMARK. Appropriate storage & handling fees will be applied.
7. All alcoholic beverage must be served by a Nevada TAM-certified bartender. Any exhibitors planning to have their own personnel or temps/models dispensing alcohol will be required to show proof of Nevada TAM certification at least five (5) business days prior to the show.

CONVENTION NAME: _____

COMPANY NAME: _____

BOOTH/ROOM #: _____

CONTACT NAME: _____

ADDRESS: _____

CITY: _____ **STATE:** _____ **ZIP** _____

PHONE: _____ **FAX:** _____ **EMAIL:** _____

PRODUCT TO BE SAMPLED: _____

PORTION SIZE: _____

PROPOSED METHOD OF DISTRIBUTION: _____

PURPOSE OF SAMPLING: _____

PLEASE NOTE:

IF YOU REQUIRE SERVICES FROM ARAMARK, SUCH AS, STORAGE OF YOUR PRODUCT, ICE, KITCHEN EQUIPMENT OR LABOR, PLEASE SUBMIT THAT REQUEST ON OUR LABOR & EQUIPMENT ORDER FORM AND RETURN IT TO OUR OFFICES ALONG WITH THIS SAMPLE AUTHORIZATION REQUEST. YOUR ARAMARK SALES MANAGER WILL CONTACT YOU WITH ANY QUESTIONS AND WILL PROVIDE YOU WITH WRITTEN CONFIRMATION OF YOUR ORDER. IF YOU DO NOT RECEIVE WRITTEN CONFIRMATION, PLEASE CONTACT OUR OFFICES TO ENSURE THAT YOUR ORDER WAS RECEIVED.

PLEASE COMPLETE THIS FORM IN ITS ENTIRETY AND RETURN TO:

ARAMARK Sports & Entertainment Services, LLC.
ATTN: Catering Sales Department
Las Vegas Convention Center
(702) 943-6910 – Fax (702) 943-6911