



Food and Beverage Sampling Policy and Guidelines

The Catering Department at the LVCC retains the exclusive right to provide, control and maintain all food and beverage services within the Las Vegas Convention Center. No outside food and beverage may be distributed without prior approval, fees may apply. Concessions, water, ice, the sale of alcoholic or non-alcoholic beverages, and the distribution of snacks, treats or candies are included under this provision.

- All approved food items brought into the building must comply with the Southern Nevada Health District and all applicable laws.
- All approved food and beverage sampling exhibitors are required to have hand washing/sanitation kits. Kits can either be brought in or purchased from Centerplate. *{see page 2}*
- Items dispensed are limited to products Manufactured, Processed or Distributed by exhibiting companies. If they are not Manufactured, Processed or Distributed by the company then you are not able to provide samples of food and beverage unless they are purchased through Centerplate. *{see page 2}*
 - Food preparation, heating/kitchen services must be disclosed to the Catering Department at the LVCC no later than 3 weeks prior to the event. Subject to approval.
 - A description of size/equipment/processing procedure must be submitted in advance for approval.
- Food and Beverage may not be sold within LVCC.
- Alcohol must be purchased and dispensed by the Catering Department at the LVCC. No outside alcohol may be brought in the facility. This includes product owned or donated.
- Items to be distributed are limited to sample sizes or are subject to additional fees.
 - *{see page 2}*
- A certificate of liability naming Centerplate as an additional insured must be submitted to the Catering Department at the LVCC from each sampling client.
 - *Please provide general liability (\$1,000,000) and Workers Comp (\$1,000,000)*

Thank you for selecting Centerplate Catering. It is our pleasure to serve you!

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

Food and Beverage Sampling / On-Site Preparation Approval Form

Centerplate and the Las Vegas Convention Center (LVCC) requires specific information for all on-site food and beverage preparation and dispensing to ensure compliance with Southern Nevada Health Department and fire safety codes.

Name of Event: _____ Date of Event: _____

Company Name: _____ Booth #: _____

Contact/Title: _____ Contact Number: _____

Email: _____ On-Site Contact Number: _____

*Proprietary product to be prepared/sampled: _____

Demonstration: An Exhibitor that does not manufacture or distribute the product being sampled but wishes to use food and/or beverage to demonstrate a piece of equipment is considered a demonstration.
If yes, a Centerplate Sales representative will be in contact.

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 Centerplate sales representative for further information.

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

Portion Size to be Dispensed: **2oz** **food** **3oz** **beverage**

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 Centerplate sales representative 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: _____

*** Sampling products containing THC or CBD are prohibited.**

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

**Approval from both LVCC and Centerplate 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 Department. Any violation will result in the removal of product from the show floor and or obligatory discontinuation of booth activities.