



## Food and Beverage Sampling Policy and Guidelines

Centerplate is the exclusive catering company at the Las Vegas Convention Center and is looking forward to serving all your catering needs. As such Centerplate is responsible for the safety of all food and beverage consumed, prepared and dispensed on property. At times specific business needs will require an exception to this exclusivity therefore the following guidelines have been provided.



✓ Outside food and beverage is prohibited unless the exhibitor is the owner, manufacturer or distributor of the product. The product must be germane to the show and be approved by Centerplate in advance. Outside food and beverage not approved by Centerplate is prohibited. This includes but is not limited to bottled water, bags of ice, alcoholic or non-alcoholic beverages, crew meals and packaged snacks etc.

✓ Southern Nevada Health Department requires the full set and use of a hand washing and sanitation station when sampling or preparing unwrapped food/beverage. You may provide your own station or purchase from Centerplate. {see page 2}

✓ A certificate naming Centerplate as additionally insured in the descriptions of operations box must be submitted to the Catering department at the Las Vegas Convention Center from each sampling client with the following:

- *General liability (\$1,000,000)*
- *Workers Comp (\$1,000,000)*

✓ Detailed information regarding sampled product must be communicated to Centerplate no later than 3 weeks prior to the show via the Food and Beverage Sampling/On Site Preparation Approval Form. {see page 2}

✓ Food preparation using heating/kitchen services must be disclosed to the Catering department and the Las Vegas Convention Centers Fire Prevention Team by the show deadline (refer to exhibitor kit for exact date). All heating

elements are subject to approval. A description of size/equipment/processing procedure is required

✓ Cash handling and point of sale food and beverage transactions not operated by Centerplate are not permitted. Order taking is permitted.\*

✓ Alcohol must be purchased and dispensed by the Catering Department at the LVCC. No outside alcohol may be brought into the facility. This includes product owned or donated product.\*

✓ The Southern Nevada Health District considers the use of CBD oil in food to be an adulterant, which is prohibited.

***Thank you for your attention to the above guidelines.  
It is our pleasure to serve you!***

*\*Please contact your Catering Sales Representative for more information.*



# Food and Beverage Sampling / On-Site Preparation Approval Form

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



Show Event Name:	
Booth Location (Hall or Lot/Booth or Meeting Room Number)	
Onsite representative:	
Onsite Cell:	
Onsite Email:	
Proprietary Product to be Sampled: Sampling products containing THC or CBD is prohibited*	

Company Name	
Contact Name & Title:	
Billing Address:	
City, State, Zip:	
Main Phone:	
General Email:	

### CHOOSE ONE:

- Food:** 2oz. portion
- Non – Alcoholic Beverage:** 3oz portion - Alcoholic beverage sampling requires prior approval as specific laws and policies apply. Please speak with your Centerplate sales representative for further information.
- Demonstration:** An exhibitor who does not manufacture, distribute or hold sole proprietorship of sampled product but wishes to use food and/or beverage to demonstrate their proprietary product is considered a demonstration. Please check here and a Centerplate Sales representative will be in contact.

### WILL YOU BE COOKING OR HEATING FOOD

- No
- Yes, an LVCVA Fire Prevention coordinator will be in contact
- Please list the heating or cooking equipment to be used:

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

**Email completed form to: [foodprepandsample@lvcva.com](mailto:foodprepandsample@lvcva.com)**

Approval from both LVCC and Centerplate must be received prior to finalizing your plans.

**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 policies will be strictly managed by the LVCC, Centerplate, and the Southern Nevada Health Department.

### HANDWASHING SANITATION KIT:

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, A Centerplate Sales Representative will reach out
- No, I will provide my own

\*Please contact your Catering Sales Representative for more information.

# HAND WASHING & SANITATION KIT

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



Show Event Name:	
Booth Location (Hall or Lot/Booth or Meeting Room Number)	
Onsite representative:	
Onsite Cell:	
Onsite Email:	

## Hand Washing & Sanitation Kit: \$75.00+

Includes:

- ✓ 1 Water Dispenser
- ✓ 2.5 Gallons of Hot Water
- ✓ 1 Roll of Paper Towels
- ✓ Hand Soap
- ✓ Disposable Bucket
- ✓ 100 Professional Grade Sanitizing Wipes

❖ Hot Water re-fill stations will be available on the show floor or at designated retail locations. Please contact your Catering Manager. For all deliveries, a \$35.00+ fee applies.



Date	Quantity	Price	Delivery Time	Total
<b>Subtotal:</b>				
NV State Tax (8.375%):				
Delivery Fee (+ tax):				
<b>Total:</b>				

Authorized Signature: \_\_\_\_\_

Pre-payment is required. By signing, 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).

Place Orders or To Submit Payment: Email: [exhibitorcateringlvcc@centerplate.com](mailto:exhibitorcateringlvcc@centerplate.com) or For More Information Call: 702-943-6779

**A fee of \$35.00+ will apply for each food and beverage delivery to booths in the exhibit halls A fee of \$50.00+ will apply for each food and beverage delivery to booths outside the building and lots**