



Las Vegas, Nevada ■ June 26–28

If you are sampling, or passing out pre-packaged food or displaying food, please fill out the attached form and return to Chetan Toraskar at ctoraskar@sandsexpo.com.

If you have any questions, please contact IFT's Catering Manager, Chetan Toraskar at 702.733.5676 or at ctoraskar@sandsexpo.com.

Thank you.

REQUEST TO DISTRIBUTE SAMPLES FORM

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Please complete this form to receive authorization for distributing food or beverages not purchased through Sands Expo, the exclusive Food & Beverage provider of The Venetian, The Palazzo and Sands Expo. The selling of food and/or beverage products by any other entity is strictly prohibited and must be removed from the show floor.

Sponsoring Organizations of expositions and trade shows and their exhibitors may distribute **SAMPLES** of food and beverage products, upon written authorization and adherence to all of the conditions outlined below.

GENERAL INFORMATION FOR FOOD INDUSTRY SHOWS

1. Items dispensed are limited to food and beverage products that are **manufactured, processed or distributed** by exhibiting companies. Items that are not **manufactured, processed or distributed** by the company may not be provided as samples unless they are purchased through Sands Expo.
2. If you do **manufacture, process, or distribute** the items, they are to be a SAMPLE SIZE and must be dispensed/distributed in accordance to Local and State Health Codes:
 - Non-Alcoholic Beverages can be a **maximum of 2 oz.** sample size and must be served in plastic cups. No cans or bottles will be permitted.
 - Food items are limited to "bite size", not to **exceed 1 oz.** portions.
 - Vendors must submit proof of having \$2,000,000.00 liability insurance and name Sands Expo as additional insured. Vendors are responsible for State and Local laws pertaining to the distribution of alcohol.
3. Alcohol Sampling - If your company **manufactures, processes or distributes wine and this product is related to the purpose of the show**, then you are able to serve SAMPLE SIZES. Samples must be dispensed and distributed in accordance to Local and State Health Codes:
 - Vendors must submit proof liability insurance as stated above.
 - Wine / wine coolers 1 oz. sample size.
 - All alcohol must be served in plastic, disposable cups. No cans or bottles will be permitted.
 - Distribution of alcoholic products must be monitored and overseen by a staff bartender from Sands Expo, in compliance with Nevada Liquor Laws.
 - Spirits are not included in sample categories. All spirits must be provided by Sands Expo.
4. Vendors are responsible for all booth rental fees, electrical, plumbing, drayage and all other Sands Expo services.
5. Storage, Delivery, or Kitchen Use
If product storage, delivery, or kitchen use is needed, the following charges may be assessed. For kitchen use an additional form will be required. Space is limited and available on a first-come first-served basis, and must be arranged no later than 21 days prior to show opening. Any orders received after this cutoff date will need to be approved based upon available space; additional fees may apply.
 - \$200.00 per day/per pallet for refrigerated, freezer, and dry storage.
 - \$50.00 one-time handling fee for 1-4 skids / \$250.00 handling fee for 5 or more skids.
 - \$50.00 delivery charge each time product is delivered to the exhibit booth/room.
 - \$150.00 per hour for shared kitchen space (4 hour minimum. Subject to availability and management approvals.
 - Kitchen labor is available for \$45.00 per hour (4 hour minimum).
 - Additional charges will apply for equipment rental, and is subject to availability.
6. Information from the Southern Nevada Health District Permit (SNHD) may be accessed via www.southernnevadahealthdistrict.org/food-regulations/chapter15.php.

Sands Expo will act as the event coordinator for the Health Department event permit. If the sampling of food and/or beverage will occur within your booth, it must be included in the permit. A one-time fee covering both permit inclusion and your handwashing station will be incurred. Please note that handwashing stations are required by SNHD.

- \$200 for a cambro-style gravity fed hand washing station
- \$350 for an electric hand sink (booth will need to order 20 amp circuit)

Sands Expo is not responsible for any Food and/or Beverage products brought in from the outside. These products must be coordinated/approved by a Catering Manager prior to show dates.

Effective January 1 - June 30, 2017. Please [CLICK HERE](#) to order online.

All Prices are subject to a 23% Service Charge and 8.25% Sales Tax on Food and Beverage.

The booth order menu is designed to serve a maximum of 150 guests. Offerings are strictly available to exhibitors and must be set up within designated booth space on the show floor. For Inquiries, please contact the F&B Catering Department at 702.733.5676 or at catering@sandsexpo.com.

Consuming raw or undercooked meat, poultry, seafood, shell stock, eggs, unpasteurized juice, or under processed bakery items may increase the risk of food borne illness, especially in cases of certain medical conditions.

REQUEST TO DISTRIBUTE SAMPLES FORM

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EVENT NAME: IFT17		SAMPLING DATES:		BOOTH #	
NAME OF EXHIBITING COMPANY:		HALL LOCATION:			
STREET ADDRESS:		CITY:		STATE:	
ORDERED BY: (Print Name)		SIGNATURE:		ZIP:	
TELEPHONE:		FAX:		E-MAIL:	
ITEM(S) AND REASON FOR DISTRIBUTION – PLEASE INCLUDE DESCRIPTION OF ITEM(S), QUANTITY, PORTION SIZE AND METHOD OF DISPENSING:					
KITCHEN USE REQUEST – PLEASE DESCRIBE WHAT IS NEEDED:					
HEALTH DEPT. PERMIT AND HANDWASHING STATION OPTIONS – PLEASE IDENTIFY THE OPTION TO BE USED IN EXHIBIT AREA:					
<input type="checkbox"/> \$350 - electric hand sink, Facility coordinates permit and water disposal/replenish. A 20 amp circuit must be ordered separately.					
<input type="checkbox"/> \$200 - gravity fed hand washing station, Facility coordinates permit and water disposal/replenish.					
<input type="checkbox"/> \$175 - sink supplied by booth, Facility coordinates permit and water disposal/replenish.					
<input type="checkbox"/> \$125 - sink supplied by booth, Facility coordinates permit but is not responsible for water disposal/replenish. Plumbing must be ordered separately.					
<input type="checkbox"/> \$125 – permit only, no handwashing station will be required at exhibit booth.					
SHOW SPECIAL: PERIODIC PORTER SERVICE					
<input type="checkbox"/> \$48 for run of show - Ordering this cleaning service will remove all debris and food sampling waste from your booth area.					

The company requesting sampling approval acknowledges it has sole responsibility for the use, servicing or other disposition of such items (including alcoholic beverages) in compliance with all applicable laws. Accordingly, the company agrees to indemnify and forever hold harmless Sands Expo, The Venetian and The Palazzo from all liabilities, damages, losses, costs or expenses resulting directly or indirectly from their use, serving or other disposition of such items (including alcoholic beverages).

Approved by: _____

Date: _____

Completed request forms may be returned to Chetan Toraskar via fax (702.733.5214) or email (ctoraskar@sandsexpo.com).

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CREDIT CARD AUTHORIZATION FORM

You are requesting The Venetian Resort, Hotel & Casino to bill charges to your credit card for the individuals/functions listed below. Please ensure this form is filled out completely and signed by the authorized card holder. Card holder must present card upon arrival.

EVENT OR CONVENTION INFORMATION

Group Name: _____

Event Name: _____

Arrival Date: _____

Departure Date: _____

CREDIT CARD INFORMATION

Credit Card: VISA MasterCard American Express Discover

Credit Card Number: _____

Expiration Date: _____

Amount to be charged: \$ _____

If authorizing this credit card to be used for all Event/Convention related charges, please initial here: _____

I authorize any and all charges not covered by my advance deposit and, or other deposits to be charged to this credit card. The Venetian terms are 100% prepay. If the above amount is not 100% prepayment, The Venetian is authorized to charge the remaining amount. No additional signature will be required.

CARDHOLDER INFORMATION AS IT APPEARS ON YOUR ACCOUNT

Last Name: _____ First Name: _____ MI: _____

Full Address: _____ Apt: _____

City: _____ State: _____ Zip Code: _____

Phone: _____ Facsimile: _____

I authorize The Venetian Resort, Hotel & Casino to charge this credit card as indicated above.

Cardholder Signature: _____ Date: _____

To prevent unauthorized access or disclosure, we have implemented procedures to safeguard and secure the information we receive. However, we are not able to verify the security of such information during electronic transmission to us. Therefore, we recommend that this form be faxed to the number listed above or sent using email encryption technology.

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