

Food & Beverage Sampling Requirements

Dear Show Managers and Exhibitors,

There are very specific requirements for sampling food or beverage items at the Cobb Galleria Centre. The following information explains the requirements of the Centre as well as the regulations outlined by the Cobb & Douglas Public Health Department. Please read the following very carefully. Failure to adhere to these requirements could result in a cease-and-desist order from the health department.

Centre Requirements:

- All food and beverage samples or traffic promoters brought into the Centre must have approval from the Centre in writing at least 14 days prior to the event
- A company/organization may only distribute samples of food and beverage products that the company/organization produces or sells in its normal day to day operations. Samples may only be distributed in such quantities that are reasonable to promote the merchandise.
- Please refer to the complete Food & Beverage Sampling and Cooking Guidelines found in the Exhibitor Kit.

Health Department Requirements:

In addition to this form, show management MUST complete and return to the Cobb Galleria Centre and Cobb & Douglas Public Health a [Temporary Food Event Organizer Application](#). The only exception is for non-profit or county sponsored events lasting less than five days (please see page 2 for more information).

Exhibitors also will be required to submit a [Temporary Food Service Vendor Application](#) to the health department, if:

- Exhibitor is not licensed by the Georgia Department of Agriculture
- Exhibitor does not have a permit from the Georgia Department of Public Health
- Exhibitor has a Georgia Health Department permit BUT will be prepping foods/beverages onsite (prepping includes: mixing, cooking, reheating and/or serving non-commercially sealed products)
- Exhibitor will be opening and portioning sealed, commercially packaged goods
- Exhibitor has a Georgia Food Service Permit (must provide copy of permit). Inspection and/or fees may apply
- Exhibitor does not have a Georgia Food Service Permit

Exhibitors will be required to submit Pages #1 & 7 **only** of the [Temporary Food Service Vendor Application](#) to the health department, if:

- Exhibitor has a health department permit AND will be preparing foods in their permitted facility (must provide proof of permit and recent facility inspection)
- Exhibitor has a Cottage Food License (must provide proof of license)
- Exhibitor is licensed by the Georgia Department of Agriculture (must provide proof of license)
- Exhibitor is licensed by the United States Department of Agriculture (must provide proof of license)

Exhibitors do not need to submit an additional form only if they meet one of the following criteria:

- Exhibitor is licensed by the Georgia Department of Agriculture (must provide proof of license)
 - Example: Publix
- Exhibitor is distributing only sealed, commercially packaged goods

Important Deadlines:

FORM	DEADLINE	RETURN TO	COMPLETED BY
Temporary Food Event Organizer Application	30 days before event	Health Department & Cobb Galleria Centre	Show Management
Temporary Food Service Vendor Application	30 days before event	Health Department	Exhibitor
Sample Food & Beverage Distribution Authorization Form	14 days before event	Cobb Galleria Centre	Exhibitor
Cooking Authorization Form	14 days before event	Cobb Galleria Centre	Exhibitor

Questions?

For more information about health department requirements, please visit [Cobb & Douglas Public Health](#).

For the specific criteria and requirements for non-profit events, please contact Jessica Guinn at Cobb County Community Development at (770) 528-2125.