

Food and Beverage Sampling Policy and Guidelines

Sodexo Live! is looking forward to serving all your catering needs. As such Sodexo Live! 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 Sodexo Live! in advance. Outside food and beverage not approved by Sodexo Live! 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 Sodexo Live! . {see page 2}
- ✓ *A certificate naming Sodexo Live! as additionally insured in the descriptions of operations box must be submitted to the Catering department at The Expo at World Market Center Las Vegas and City of Las Vegas Fire Marshal 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 Expo at World Market Center Las Vegas operations 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 Expo at World Market Center Las Vegas. 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

Sodexo Live! and The Expo at World Market Center Las Vegas 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 Sodexo Live! 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 Sodexo Live! Sales representative will be in contact.

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 Sodexo Live! .

Will you be purchasing a hand washing and sanitation kit from Sodexo Live!?

- Yes, A Sodexo Live! Sales Representative will reach out
- No, I will provide my own

WILL YOU BE COOKING OR HEATING FOOD

- No
- Yes, a City of Las Vegas Fire Marshal will be provided the information and included on the event floor plan.
- Please list the heating or cooking equipment to be used:

- By submitting this form, I acknowledge I have read and understand the food and beverage policies at The Expo at World Market Center Las Vegas .

Email completed form to: centerplatelasvegas@sodexo.com

Approval from both The Expo at World Market Center Las Vegas and Sodexo Live! must be received prior to finalizing your plans.

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

A Sodexo Live! representative will follow up with you on any balance due. All policies will be strictly managed by The Expo at World Market Center Las Vegas , Sodexo Live! , and the Southern Nevada Health Department.

*Please contact your Catering Sales Representative for more information.