

SAVOR...Fort Lauderdale

at Broward County Convention Center

SAMPLE FOOD & BEVERAGE DISTRIBUTION AUTHORIZATION REQUEST

Savor... Fort Lauderdale is pleased to be able to work with all requests, but unfortunately, no outside food or beverage is allowed within the Broward County Convention Center. Savor SMG is the exclusive provider of all food and beverage for the Broward County Convention Center and our liability insurance only allows for original manufacturer/producers to distribute food items (including bottled water). Your Catering Event Manager is happy to work with you to assist with any special requests. If you are the manufacturing/producing company and wish to sample your product, please fill out the following form and email/fax to Melissa Ayre, Senior Catering Sales Manager at mayre@ftlauderdalecc.com or 954.763.9551. Please wait for approval from the Catering Department. For additional information, menus, or to place an order, please call the Catering Sales Department at 954.765.5947.

REGULATIONS:

1. Items dispensed are limited to product manufacturer/producer/distributor of exhibiting firm.
2. Submit Certificate of Insurance with Request
3. All items are limited to sample size
 - A. Non-Alcoholic Beverages limited to maximum 4 oz. Container with 3 oz of product.
 - B. Food items limited to "bite size".
 - C. Food and/or beverage items used as traffic promoters (i.e. cookies, popcorn, coffee, bottled water, bar service, alcoholic beverages etc.) **MUST** be purchased from Catering Department.

Name of Event: _____

Company Name: _____

Contact: _____

Address: _____ State: _____ Zip Code: _____

Phone: _____ Fax: _____

Email: _____ Booth #: _____

1. Products you wish to sample:

2. How do you plan on sampling this product (i.e. trays, 4oz cups):

3. Please explain purpose of offering these samples:

Please check if you will need any of the following (3 weeks advance notice required. Charges will apply):

____ Refrigerator Space (please indicate amount of space in cubic feet): _____

____ Dry Storage (please indicate amount of space in cubic feet): _____

____ Kitchen Preparation: _____

____ Serving Equipment (chafing dishes, spoons, etc): _____

____ Ice (sold by a 20 pound bag): _____

Approved By: _____

(SAVOR Food & Beverage Director)

_____ (Date)