

Please read carefully.....

Levy Restaurants has the exclusive rights to sell food and beverage in and around the America's Center Complex. All food items must be provided by the Levy Restaurants. Menu selections, room requirements and all other arrangements must be received by Levy Restaurants, in writing, two weeks prior to the function date. No food or beverage items may be brought onto the premises unless written permission is requested by the customer and written permission is granted as stipulated under contract terms and conditions. No food items may be removed from any function.

There is no charge for sampling of food or non-alcoholic beverage provided:

- (1) The exhibitor is the manufacturer or distributor of the product(s) and the sole purpose of the exhibit is to market the product to the show attendees and not for the purpose of retail sales of the product(s) for profit.
- (2) The product is offered in single bite portions no larger than 2 inch by 2 inch dimensions or no larger than 4 ounce liquid portions. No liquid product may be handed out in their original packaging at any time.
- (3) The product is properly dispensed in full compliancy with all applicable federal, state and local health and sanitation regulations. Local Health Department permits are not required but the completed health department form for Levy Restaurants will still be required.

Storage and handling

Refrigerated, frozen and dry storage is available at a rate of \$50.00 per pallet. There is a onetime handling fee of \$50.00 and a \$25.00 charge per delivery. Use of the kitchen facility is available at a rate of \$75.00 per hour with prior approval of the executive chef. Storage may not always be available; it is the responsibility of the exhibitor/vendor to supply adequate storage in this case. Levy Restaurants is not responsible for any loss of product of the exhibitor/vendor.

Selling of food or beverage

Requests for the right to sell food must be submitted prior to an event by both the sponsoring event management and the requesting vendor. **Upon approval**, there will be a charge per location per day which must be paid in advance to Levy Restaurants. This fee is non-negotiable and non-refundable. **Outside food and beverage is not permitted in the America's Center/The Dome at Americas Center and MUST be approved before the show.**

All approved vendors selling products must submit pricing and specifications to Levy Restaurants 60 days in advance. All approved vendors are responsible for all booth rental fees, electrical, plumbing, drayage, and all other America's Center Services. Vendors must also have \$1,000,000.00 Liability Insurance naming Levy Restaurants as additional insured, and are responsible for all local and state laws. **NO EXCEPTIONS.**

Alcoholic beverage sampling

All alcoholic products to be sampled must be approved prior to show. All alcoholic products must be delivered to the America's Center kitchen dock (off of Cole Street) by the local distributor. All invoices must be invoiced to Levy Restaurants, 701 Convention Plaza, St. Louis, MO 63101; and paid in full to Levy Restaurants. The distributor will then be reimbursed according to Missouri State liquor laws within 30 days of the invoice. This is law and we can't allow any exceptions.

See attached samples of Certificate of Insurance specifications. Certificates of Insurance must be exact; no exceptions. Alcohol sampling requires service from union bartenders hired by/from Levy Restaurants. Bartender fees of 150.00 per 4 hours shift minimum will apply.

Please contact us with any questions 314-342-5243.

Requirements for Temporary Food Handlers

1. All products prepared and/or sampled must be approved by America's Center Catering and are subject to the Terms and Conditions and applicable service charges. Food sampling is permitted only by the manufacturing company or the distributor of the product. Questions should be addressed to: America's Center Catering, 314-342-5243 or jcornwall@levyrestaurants.com.
2. Any food that is fully or partially baked, grilled, fried, heated or otherwise prepared in the booth for attendee sampling must be listed on the BOOTH FORM. Temperature sensitive foods such as milk or egg products (dips, ice cream, mayonnaise, etc.), cold cuts, fish, or any other product that requires a regulated temperature should also be listed on this BOOTH FORM.
3. All food must be prepared on-site or at an approved food establishment, which obtains its products from an approved source.
4. Food temperatures must be 140 degrees or above (hot), 45 degrees or below (cold).
5. Metal-stemmed thermometers must be provided at booth to monitor product temperature.
6. Each booth must have adequate refrigeration (mechanical or dry ice).
7. Ice must come from a licensed commercial source (not made at home).
8. Wet ice can be used for canned or bottled soda in cold storage.
9. Wet ice used for drinks must be kept in separate containers with an ice scoop provided.
10. Ice cream dipping-see Event manager for special instructions.
11. Food containers (transportation and storage) must be hard, food grade plastic or stainless steel and easy to clean (no Styrofoam).
12. Single service items such, as cups, plates, spoons, forks, etc., shall be used in dispensing of food.
13. Tongs, plastic gloves or other appropriate utensils are required in the handling of food products.
14. Eating or smoking in the booth is prohibited.
15. Proper hand wash facilities must be provided at booth (sanitary towelettes are acceptable).
16. Persons with any type of infection are prohibited from handling food and from working in a food preparation area.
17. Sufficient clothing must be worn while working in booth (no tank tops or similar attire).
18. At least a five (5) gallon container of water with approved sanitizing such as 1 tsp. Bleach for each 2 gallons of water must be available to clean and sanitize utensils or pans that may have been dropped or need cleaning.

Name(type or print):_____Signature:_____

Form due no later than 30 days prior to show start date.

Please contact J at 314-342-5243 for any questions concerning sampling.

The logo for Levy Restaurants, featuring the name "Levy Restaurants" in a red, cursive script font.