Please return to:
Olivia.ternay@sodexo.com

This Form MUST be returned within 21 days of the show dates. A confirmation will be returned when approved.

FOOD AND BEVERAGE SAMPLING APPROVAL REQUEST & LIABILITY APPLICATION/WAIVER

Thank you for choosing to participate in an event at the Orange County Convention Center. To meet all expectations of OCCC, this form has been created for your information and to ensure we have documentation on any food and drink items you will be bringing to the event you've chosen to participate in.

***Sodexo Live!* is the exclusive provider of all food and beverage services for the Orange County Convention Center.**

SAMPLING APPROVAL: In order to adhere to our policies, which your show promoter/manager/producer is aware of, you are allowed to bring in **food samples (3 oz. serving or less)**, **non-alcoholic beverage samples (4 oz. serving or less)**, or **alcoholic beverages (1 oz. serving or less),** and with permission from show promoter and must be serviced by a trained, *Sodexo Live!* Bartender).

All food and beverage samples brought into the Orange County Convention Center must have written approval from *Sodexo Live!* **21 days** prior to the event and adhere to the following guidelines: A company/organization may only distribute samples of food and beverage products that the company/organization produces or distributes in its normal day-to-day operations. Samples may only be distributed in such quantities as listed above regarding the purpose of promoting the core business. Vendors who are approved to distribute samples are required to follow all Florida Department of Health regulations.

FOOD AND BEVERAGE SALES: The sale of any "Ready to Eat" food and beverage product is strictly prohibited. Should you wish your product to be considered as an exemption, the product must **NOT** infringe upon or replicate any concessions offered or potentially sourced by *Sodexo Live!*. You will also need to provide a current ServSafe or similar certificate, proof of current insurance and follow all Florida Health Department regulations and policies. If approved, you will need to sign a revenue share, temporary vendor contract with *Sodexo Live!*

Show Name: _____ Company Name:_____ Date(s) of Show: _____

Contact Person: _____ Telephone: _____ Cell Phone: _____ Booth #: _____

Email Address: _____ Company Website: _____

Are you planning to **sell** food on site at the event you are exhibiting or participating in at OCCC? YES NO

Is your company the manufacturer or distributor of the products to be sampled? Yes No

If not, please describe how the sampling is related to the show: _____

Please list the items requested to be brought in:

ITEM	DATES OF SAMPLING	QUANTITY	SAMPLE SIZE

Please return to:
Olivia.ternay@sodexo.com

Signed: _____ Print: _____ Date: _____

WAIVER OF LIABILITY: The above company and its representatives' releases SODEXO LIVE! from any and all liability arising from the production, distribution, and consumption of any of the food or beverage products that they prepare and serve to their staff or the public in conjunction with this event. The above company further agrees to be responsible for all legal fees resulting from any legal actions that result from said food and beverage product brought in, their preparation, service, consumption & disposition.

Vendors who attempt to distribute food samples without prior approval or who are not compliant with sampling guidelines will be asked to cease and desist the unapproved activity. Failure to comply with the request will result in the shutdown of the booth and/or the issuance of a trespass warning by Orange County Sheriff's Office.