



## SAVOR...Wilmington

### Sample Food and/or Beverage Application

SAVOR...Wilmington Catering by SMG has the exclusive food, beverage, and alcohol distribution rights on the Wilmington Convention Center's property. Exhibitors and sponsoring organizations may distribute SAMPLE food and/or non-alcoholic beverage products with prior written authorization ONLY. Requests must be submitted a minimum of 4 weeks in advance.

NOTE: All vendors MUST receive prior approval and confirmation by the Food & Beverage Director. At the discretion of the Wilmington Convention Center, exhibitors who do not comply will be asked to remove items from the facility or be subject to fees and/or commissions.

#### GENERAL CONDITIONS AND SPECIAL REQUIREMENTS

- ❖ An exhibitor and/or associate member must occupy approved booths at all times.
- ❖ Items dispensed are limited to products manufactured, processed, or distributed by exhibiting firm, and must be directly related to participation in event.
- ❖ Food and/or beverage items used as traffic promoters (i.e., popcorn, coffee, bar services, etc.) must be purchased from the Wilmington Convention Center's catering department.
- ❖ Food items must be administered and limited to "sampling" or "bite" size portions (1 ounce or less).
- ❖ Beverage items must be distributed in containers no greater than 3 ounces, and no more than 2 ounces of product may be distributed per container.
- ❖ Restrooms, concession stands, and/or facility kitchens may not be used as clean up areas.
- ❖ There is no space for storage, and/or preparation of product at Wilmington Convention Center.
- ❖ Sampling of ANY item will require a temporary permit from the New Hanover County Health Department. Securing necessary licenses, permits, etc. is the responsibility of the Licensee/Exhibitor.
- ❖ Costs associated with the disposal of trash, waste, etc. from exhibitor sampling area are the responsibility of the Licensee/Exhibitor.
- ❖ Exhibitors are not allowed to sell any food and beverage products for consumption at any time during the event.

The applicant named below acknowledges they have sole responsibility for use, service, and disposal of such items in compliance with all applicable laws. State law prohibits the sampling and distribution of alcoholic beverages. Accordingly, the applicant agrees to indemnify and forever hold harmless SMG Food & Beverage, Wilmington Convention Center, the City of Wilmington and its agents from all liability, damages, losses, costs, or expenses resulting directly or indirectly from their use, distribution, or other dispensed food and/or beverage items.

Name of Event: \_\_\_\_\_ Event Date(s): \_\_\_\_\_ Booth #: \_\_\_\_\_

Name: \_\_\_\_\_ Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ ST: \_\_\_\_\_ Zip: \_\_\_\_\_

On-site contact: \_\_\_\_\_ Title: \_\_\_\_\_

Product(s) you wish to dispense: \_\_\_\_\_

Size of portion to be dispensed: \_\_\_\_\_ Quantity distributed: \_\_\_\_\_

Proposed container for dispensing: \_\_\_\_\_

Reason for offering samples: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**By signing above you agree to all policies, procedures, and general conditions as outlined by the food/beverage application agreement SERVICES REQUIRED: Please notify SMG Food & Beverage at 910-251-5101 regarding any special service requests related to your sample application. A state tax & service charge applies to all charges and services where applicable.**

Approved: \_\_\_\_\_ Date: \_\_\_\_\_

*SMG Food and Beverage Director*

Please fax to: 910-251-5102 or

Email Scott Frazzetta: [sfrazzetta@businessmadecasual.com](mailto:sfrazzetta@businessmadecasual.com)