

FOOD, BEVERAGE, ALCOHOL SAMPLING AND KITCHEN PREPARATION GUIDELINES

Food, Beverage and Alcohol Sampling Term's:

- 1. All Food and Beverages dispensed are limited to products manufactured, processed, or distributed by exhibiting firm.
- 2. Full size products will be permitted if the exhibiting firm is the manufacturer, distributor and/or supplier of the specific product only. For example: If your product is deli turkey meat or beef product you may give out a full size sample in its original package but you will not be permitted to give out a full size sandwich or full size hamburger.
- 3. All Alcoholic Beverages samples are limited to products manufactured, processed, or distributed by exhibiting firm. Sampling must be consumer education driven. Approval is subject to the following the provisions of Sections 25503.5 and 25503.55 of the California Code:

Beer:

- 1) Aramark TIPS certified bartender is required to pour samples
- 2) Portion may not exceed 2oz per pour and no more than 8oz per person per day
- 3) Limited to one hour of sampling per day
- 4) Product must be part of Aramark's inventory. Aramark will purchase product via a licensed distributor. Exhibiting firm is responsible for all cost associated with the purchase of the product

Wine and Distilled Spirits:

- 1) Aramark TIPS certified bartender is required to supervise sampling. Manufacturer or wholesaler may pour samples
- 2) Wine sampling may not exceed 1oz per pour no more than 3 tastings per person per day
- 3) Spirits sampling may not exceed 1/4oz per pour no more than 3 tastings per person per day
- 4) Product must be shipped to the of Aramark warehouse. Exhibiting firm is responsible for all return shipping arrangements for remaining product

Beer, Wine and Distilled Spirits Corkage fees:

• Wine 750ml: \$15.00++ per bottle

Beer 12oz: \$2.50++ per bottle

• Beer Keg: \$162.50++ per keg

Liquor 750ml: \$100.00++per bottleLiquor 1 Liter: \$125.00++ per bottle

- 4. Catering Services at the Anaheim Convention Center follow all appropriate HACCP steps when handling and storing product.
- 5. Exhibiting firm must provide Catering Services no later than three business days before the first day of the event with a certificate of liability with coverage of \$2,000,000 combined single limit Bodily Injury and Property Damage Liability. ARAMARK Sports and Entertainment Services, LLC, the City of Anaheim, its officer and employees, the Community Center Authority and the Anaheim Union High School District must be named as additional insured
- 6. Exhibiting firms are not authorized to sell any food or beverage items

Kitchen Prep Guidelines:

- Catering Services can provide Kitchen preparation services to assist exhibiting firm's food and beverage sampling needs. Kitchen preparation needs must be submitted in writing to the Catering Services Sales Office at least 21 days prior to event start. All kitchen preparation requests received less than 21 days prior to the start of the show will incur a 15% late processing fee.
- 2. The following Guidelines must be followed when submitting kitchen preparation recipes for food and beverage sampling. Complete recipe list submitted in writing to Catering Services Sales Office. Your recipe notes must include:
 - a. Complete recipe and preparation instructions, calculated into institutional sizes.
 - b. Quantity of product to be prepared by Catering Services
 - c. Provide a list/quantity of all products from recipe that your exhibiting firm will be providing. (Catering Services must provide all food and beverage items within recipe or used for sampling that are not manufactured, processed, or distributed by exhibiting firm.)
 - d. Provide a list/quantity of all Catering Services provided items.
 - e. What time(s) and quantities would you like the kitchen prepared product sent to your booth? (a \$25.00+ deliver fee will apply for each delivery)
 - f. A description of any special instructions that may be needed. (i.e., how should your product be served/displayed, portioned, etc)
 - g. A list of all miscellaneous serving supplies you will need Catering Services to provide for you. (i.e., utensils, chafers, bowls, plates, etc. See Booth Supplies/Rental Equipment for pricing). Please note that Catering Services does not supply complimentary utensils, etc needed for booth sampling.

Ice 10b Bag	\$10.00++
Ice 25lb Bag	\$25.00++
Water Cooler Rental	\$50.00+
Sparkletts 5 gal water	\$75.00++
Hand Washing Kit	\$30.00+
Hair Nets	\$1.50+
Latex Gloves (100)	\$12.00+
Bamboo Frilled Picks, 3" (750)	\$7.50+
Cocktail Napkins (300)	\$15.00+

Disposable PET Serving Tray 10"	\$8.50+
Disposable PET Serving Tray 16"	\$9.50+
Disposable PET Serving Tong	\$10.00+
Disposable PET Serving Spoon	\$7.00+
Disposable PET Serving Bowl 48oz	\$8.50+

Heat Lamp Chafer with Two Sterno Additional set (2) of Sterno Sheet Pan	\$50.00+ per day \$35.00+ per day \$6.00+ each pair \$5.00+ per day
Half Pan 2" Deep	\$10.00+ per day
Full Pan 2" Deep	\$12.00+ per day
Hotel Pan, 2", Disposable	\$6.00 + each
Cutting Board	\$15.00+ per day
Bus Tub	\$10.00+ per day
Lexan Tub	\$15.00+ per day

Biodegradable Potato Starch Knives, Spoons, Forks (750) \$45.00+

EcoTensil Tasting Spoon kit with caddy & 280 mini EcoTasters \$40.00

Sugar Cane Fiber Biodegradable
Plates 6" (125) \$20.00+
Sugar Cane Fiber Biodegradable
Portion Cup, 2oz (250) \$12.00+
Sugar Cane Fiber Biodegradable
Portion Cup, 4oz (250) \$14.00+
Sugar Cane Fiber Biodegradable
Portion Cup, 7oz (550) \$10.00+









KITCHEN PREP ORDER FORM

	Products E	ngredea	T.		
SHOW NAME	EXPO WEST*		COMPANY		
ORDERING C	ONTACT	ON SITE CONTACT			
ADDRESS			CITY	STATE	ZIP
EMAIL		TEL: ()	CELL: ()	
HALL #	Booth #		GUEST	S#	
		INGRI	EDIENT LI	ST	
Quantity	Unit		Item Description		
		DELIVERY	INSTRUC	TIONS	
Day / Date	Start & End Time	Qty		Item Description	

ARAMARK is the exclusive caterer for the Anaheim Convention Center. Absolutely no food or beverage, candy, logo water, etc., are allowed into the Anaheim Convention Center without approval from, and appropriate waiver/corkage fees paid to ARAMARK.

DEADLINE: All original orders must be received 21 DAYS prior to first show day or a 15% late fee will be applied. Changes and/or cancellations must be received 3 BUSINESS DAYS in advance of service. No cancellations may be made after that time.

PAYMENT POLICY: ARAMARK Corporate Policy requires full payment prior to commencement of services. Additionally, a credit card must be on file for any re-orders made on site. NO EXCEPTIONS

DELIVERY CHARGE: A \$25.00 (+) charge will apply per delivery **TABLES & ELECTRICAL REQUIREMENTS:** ARAMARK does not provide skirted tables or electrical hook-ups in your exhibit space, including meeting rooms utilized for exhibits. Please contact the appropriate contractor for those items.

THIS ORDER IS <u>NOT CONFIRMED</u> UNTIL YOU HAVE RECEIVED AN **ARAMARK CONTRACT, PROVIDED PAYMENT INFORMATION AND RETURNED A SIGNED CONTRACT TOGETHER WITH SIGNED CATERING SERVICE ORDERS.

PAYMENT INFORMATION - PAYMENT MUST ACCOMPANY ORDER				
VISAMASTERCARDAMERICAN EXPRESSDISCOVER				
Card Number Exp CVC				
Cardholder's NameI hereby authorize ARAMARK Sports and Entertainment Services to apply all charges for services rendered for the above company to my credit card.				
Cardholder's Signature:				



KITCHEN PREP ORDER FORM CONT....

Cooking Instructions:

Shipping and Storage Guidelines:

Aramark will ONLY store products contracted for Kitchen Prep & Alcohol Sampling

- 1. Exhibiting Firms must make storage arrangements with Catering Services at least 30 days prior to event in order to ensure space availability.
- 2. All product contracted to be stored by Catering Services must be received no earlier than one week prior to event start, and no later than two days prior to event start.
- 3. Catering Services Warehouse Hours are Monday through Friday 7am-3pm.
- 4. Catering Services Warehouse Address:

ARAMARK at the Anaheim Convention Center 1850 West Street Anaheim, Ca 92802

ATTN: Manual Duran & Sales Manager

- 5. When shipping product to the Catering Services Warehouse, please include the following information on all boxes:
 - a. Item Description
 - b. Dry, Refrigerated, or Freezer Storage
 - c. Name of Show and Exhibiting Firm
 - d. Catering Services Sales Managers name
 - e. Number of total boxes (i.e., 1 of 10)
- 6. Prior to shipping your product, please inform your sales manager of the following:
 - a. What date you expect your shipment to arrive at the Anaheim Convention Center.
 - b. How many total boxes are you shipping, and what size are they?
 - c. How many total pallets?
 - d. How are we to store your product? Dry, Refrigerated, or Freezer.

Storage/Handling Fees (product shipped in lesser quantities will be pro rated based on the following fees):

- \$250.00+ per pallet, per day: dry storage
- \$375.00+ per pallet, per day: refrigerated storage
- \$500.00+ per pallet, per day: freezer storage