

Public Exhibit Hall Shows – Food/Beverage Booths

Levy Restaurants at CenturyLink Center Omaha has exclusive food and beverage Distribution rights within CenturyLink Center Omaha.

SELLING OF FOOD AND/OR BEVERAGE PRODUCTS BY ANY OTHER ENTITY IS STRICTLY PROHIBITED

Sponsoring Organizations of expositions and trade shows, and/or their exhibitors, may distribute **SAMPLE** food and/or beverage products **ONLY** upon written authorization and adherence to **ALL** of the conditions named directly below.

GENERAL SAMPLING CONDITIONS

1. Items dispensed are limited to products **Manufactured** or **Processed** by exhibiting companies and are **related to the purpose** of the show.
2. All items are limited to SAMPLE SIZE and must be dispensed/distributed in accordance to Local and State Health Codes:
 - a. Non-Alcoholic Beverages limited to maximum of 2 **oz.** Sample Size
See Below for Sampling of Alcoholic Beverages
 - b. Food items are limited to “bite size” (1 X 1 inches or 1 ounces). Food handling and storing within your booth or designated area must be in accordance with local health department guidelines. If vendor is cooking (baking, grilling, frying, or microwaving) in booth, they are required to have a valid Douglas County Health Permit and it must be displayed throughout the show. To obtain a permit, contact the Douglas County Health Department at (402) 444-7240. If vendor desires to sell any edible product, please see below under “if you do not meet all conditions above”.
3. ALCOHOLIC BEVERAGES not purchased through Levy Restaurants that are **Manufactured** or **Processed** by the Company and are **related to the purpose of the show** may be sampled if the following policies are strictly adhered to:
 - a. All products must be addressed and delivered to Levy Restaurants on a “zero” invoice from a properly licensed alcohol distributor.
 - b. Vendors **MUST** submit proof of having \$1,000,000.00 liability naming Levy Premium Foodservice Limited Partnership and the Metropolitan Entertainment & Convention Authority as additional insured, and are responsible for **STATE AND LOCAL** laws pertaining to the distribution of alcohol.

- c. Samples must be under 2oz. and served in plastic, disposable cups. No cans or bottles will be permitted.
 - d. Vendors are responsible for all booth rental fees, electrical, plumbing, drayage and all other CenturyLink Center Omaha Services.
 - e. All laws and Levy Restaurants' policies with regard to the service of alcohol must be strictly adhered to, including checking identification of individuals appearing under the age of 30 and refusing service to minors and intoxicated individuals.
4. DONATIONS or Sponsorships involving Food and/or Beverage products are subject to a User Fee for Food Products and Corkage Fee for Beverage Products and must be approved by Levy Restaurants prior to start of the show. This charge is determined based on the individual show/event. Please contact your Levy Restaurants Catering Sales Manager for more information.
5. Other food and/or beverage items used as traffic promoter (i.e.: coffee, soft drinks, bottled water, popcorn, etc.), service for exhibition staff or events **MUST** be purchased from Levy Restaurants.

IF YOU DO NOT MEET ALL OF THE CONDITIONS LISTED ABOVE, PLEASE READ THE FOLLOWING:

1. If you are selling pre-packaged food or beverage items that are in direct competition with what Levy Restaurants will provide during the show (see attached menus). Your booth must provide the items listed below to Levy Restaurants:
 - a. Certificate of Insurance – see example and insurance levels required
 - b. Detailed list of items that you are selling to the public
 - c. Sample authorization form – if you are handing out samples in addition to selling items
 - d. \$75 fee per day of the show paid to Levy Restaurants via credit card. Use credit card authorization form within the packet.
 - e. Valid Douglas County Health Permit
2. If you are selling pre-packaged food or beverage items that are **NOT** in direct competition with what Levy Restaurants will provide during the show, your booth must provide the items listed below:
 - a. Certificate of Insurance – see example and insurance levels required
 - b. Detailed list of items that you are selling to the public
 - c. Sample authorization form – if you are handing out samples in addition to selling items
 - d. Valid Douglas County Health Permit

3. If you are selling "made to order/ready to eat food or beverage items" then you will be considered a subcontractor of Levy Restaurants. Due to this, your booth is subject to:
 - a. 35% commission of your daily total sales to Levy Restaurants
 - b. Provide a detailed list of items that you are selling to the public
 - c. Count in/out inventory on a daily basis with a Levy Restaurants representative
 - d. Signed contract with Levy Restaurants
 - e. Certificate of Insurance – see example and insurance levels required
 - f. Valid Douglas County Health Permit

- All paperwork mentioned above must be turned into your Levy Restaurants Catering Sales Manager no later than 14 days prior to the event. If for some possibility you are missing any paperwork at the start of the show, your booth could be shut down.
- All Douglas County Health Permits must be displayed at your booth

- Food or Beverage related services including storage, delivery, kitchen use or any other service required for Food and/or Beverage products from the outside are not the responsibility of and will **NOT** be provided by Levy Restaurants. If these services are required, the following charges will apply. Prices below do not include applicable tax or service charge.
 - \$75 per day/pallet for refrigerated, freezer, and dry storage
 - \$45 one time handling fee for 1-4 skids and \$90 handling fee for 5 or more skids
 - \$25 delivery charge each time product is delivered to the Booth/Room/Space
 - \$125 per hour rental for kitchen space. Kitchen rental/space is reserved on a first come, first served basis.
 - \$80 per four hour shift per bartender

- Levy Restaurants and CenturyLink Center Omaha have the sole right to approve or deny requests or to solicit additional information