



## Sampling Request Form

### Food and Beverage

All food and beverage sampling must be approved by Boise Centre. Exhibitors and sponsoring organizations may distribute food and beverage samples from their booth or sponsor area with the signed approval of this request.

1. Distributed items are limited to products manufactured or produced by the exhibiting companies. If the products are not manufactured, processed, or distributed by your organization, you cannot provide food and beverage samples unless the items are purchased through Boise Centre. All distributed items are limited to the following sample sizes:
  - I. Beverages are limited to a 4-ounce maximum
  - II. Food items are limited to "bite size," not to exceed 2-ounce portions
2. Use of cooking equipment must have prior, written approval.
  - I. There may be an additional charge for rental of equipment, subject to availability.
  - II. The use of cooking and/or food warming devices requires an appropriate fire extinguisher and may also require an on-site Fire Watch if the device uses an open flame.
3. Wine and beer samples must be monitored and overseen by a staff bartender from Boise Centre and comply with Idaho State Liquor Laws.
4. Sampling of liquor is not allowed on the property
5. Storage, Delivery, or Kitchen Use
  - I. There will be a fee per day for refrigerated, freezer, and dry storage. Storage is limited and may not be available based on the events taking place in the facility. Please work with your Event Manager to determine your event needs.
  - II. Ice may also be ordered in advance for delivery to your booth during the show. An additional fee will apply.
6. Food and beverages may not be sold on the premises without express written permission from Boise Centre.

The applicant named below acknowledges they have sole responsibility for the use, service, and disposal of such items in compliance with all applicable laws. Accordingly, the applicant agrees to indemnify and forever hold harmless Boise Centre and its agents from all liabilities, damages, losses, costs, or expenses resulting directly or indirectly from their distribution of food and beverage items.

All standard fees mentioned above but not limited to the items listed above, will be charged where applicable, including a 22% service charge and applicable state tax.

Name of Event \_\_\_\_\_ Event # \_\_\_\_\_ Date \_\_\_\_\_

Company name \_\_\_\_\_ Telephone \_\_\_\_\_ Booth# \_\_\_\_\_

Address \_\_\_\_\_

City, State and Zip Code \_\_\_\_\_

On-Site Contact \_\_\_\_\_ Cell Phone \_\_\_\_\_

Product(s) you wish to sample \_\_\_\_\_

Anticipated number of samples to be distributed \_\_\_\_\_

Serving method (I.e., beverage, sterno, fryer, oven, etc.) \_\_\_\_\_

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

How do you plan to dispose of waste? \_\_\_\_\_

Agreed to by \_\_\_\_\_

User (Vendor) Signature

\_\_\_\_\_  
Print Name and Title

\_\_\_\_\_  
Date

Agreed to by \_\_\_\_\_

Customer Signature

\_\_\_\_\_  
Print Name and Title

\_\_\_\_\_  
Date

