



**AUTHORIZATION REQUEST
SAMPLE FOOD AND/OR BEVERAGE DISTRIBUTION**

ARAMARK has the exclusive food and beverage rights within the Washington State Convention and Trade Center. Organizations and/or their exhibitors may distribute sample food and/or beverage products only upon written authorization.

GENERAL CONDITIONS:

1. A certificate of liability naming ARAMARK as an additional insured **MUST** be submitted to ARAMARK at least five (5) days prior to first day of the show.

2. Items dispensed are limited to products manufactured, processed or distributed by exhibiting company.
3. All items are limited to SAMPLE SIZES and may be distributed from exhibit location only.
 - a) Non-alcoholic beverage samples, including energy drinks, are limited to maximum three (3) ounce containers.
4. Food items are limited to three (3) ounces or bite size portions.
5. Food and/or beverage items as traffic promoters (i.e., popcorn, coffee, bar service) **MUST** be purchased through ARAMARK.

CONVENTION NAME: _____

COMPANY NAME: _____

COMPANY WEBSITE: _____

BOOTH/ROOM #: _____

CONTACT NAME: _____

ADDRESS: _____

CITY: _____ **STATE:** _____ **ZIP** _____

PHONE: _____ **FAX:** _____

PRODUCT TO BE SAMPLED: _____

PORTION SIZE: _____

PROPOSED METHOD OF DISTRIBUTION: _____

SERVICES REQUIRED: Appropriate Charges will be quoted after request has been received. **Please Note:** This is not an order form – an ARAMARK Sales Manager will contact you to obtain more information regarding the services you require.

STORAGE: Limited storage is available. Please call for fees and additional information

PLEASE COMPLETE THIS FORM IN IT'S ENTIRETY AND RETURN TO:

Washington State Convention and Trade Center
ATTN: Ashley Smith
800 Convention Place
Seattle, WA 98101
(206) 694-5110 – Fax (206) 694-5398
smith-ashley@aramark.com