



**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: Mesina McMurray  
800 Convention Place  
Seattle, WA 98101  
(206) 694-5085 – Fax (206) 694-5398  
McMurray-Mesina@aramark.com