



FOOD & BEVERAGE POLICY

TERMS & REGULATIONS:

Exhibitors that plan to give-away samples or sell any food or beverage items **must obtain written approval in advance** from the Chattanooga Convention Center. Please fill out this form and your request will be reviewed within 48 hours of your inquiry. Please submit to exhibitorservices@chattconvention.org

1. Exhibitors that plan to give-away samples, the food or beverage MUST BE your **primary product**. There are no exceptions to this rule. You must be the manufacturer of the food and/or beverage.
2. Food samples cannot exceed 2 oz. Beverage cannot exceed 4 oz. Items should be consumed immediately.
3. Exhibitors requesting to dispense beer, wine or other alcoholic beverage samples must obtain written permission. Alcohol must be purchased from the Chattanooga Convention Center and a licensed bartender employed by the CCC must serve the beverages. Exhibitors will be charged for labor of licensed attendant.
4. Absolutely no **selling** of alcoholic beverages is permitted.
5. Exhibitors may NOT give out or sell anything that would be sold in the Chattanooga Convention Center concession areas. **Examples: popcorn, cookies, soft drinks, bottled water**
6. Exhibitors with a food or beverage related business may sell their product, however each product must be individually sealed in manufacturing packaging. The selling of the products is only allowed for off-premise consumption.
7. It is permissible to hand out pre-packaged bite sized items such as mints, hard candies or mini candy bars.

EXHIBITOR FOOD & BEVERAGE POLICY			
Please submit this form to the Chattanooga Convention Center, prior to your event to: exhibitorservices@chattconvention.org			
TRADESHOW:	BOOTH #:	DATE(S) OF EVENT:	OFFICE NUMBER:
COMPANY NAME:	CONTACT NAME:	EMAIL:	CELL NUMBER:
Please select what type of item you are giving away?		<input type="checkbox"/> FOOD	<input type="checkbox"/> NON-ALCOHOLIC BEVERAGES
			<input type="checkbox"/> ALCOHOLIC BEVERAGE
Please describe what the item(s) you will give-away/sample at your booth:			
Is this food or beverage item manufactured by your business?		<input type="checkbox"/> YES	<input type="checkbox"/> NO

By signing this policy, you acknowledge you've read and understand the Chattanooga Convention Center's terms & regulations. Please note the Convention Center does not keep this form on file. Exhibitors must submit a form each time they are an exhibitor at the Convention Center.

Signature

Date