

This Form **MUST** be returned within **21** days of the show dates. A confirmation will be returned when approved.

Please return this form to:

Email: [caitlin.canningglassman@sodexo.com](mailto:caitlin.canningglassman@sodexo.com)

Fax: 407.685.9859



## **SAMPLING OF CONSUMABLES GUIDELINES APPROVAL REQUEST & LIABILITY APPLICATION/WAIVER**

Thank you for choosing to participate in an event at the Orange County Convention Center. To meet all expectations of OCCC, this form has been created for your information and to ensure we have documentation on any food and drink items you will bring to the event you've chosen to participate in.

***Sodexo Live!* is the exclusive provider of all food and beverage services for the Orange County Convention Center. Food and Beverage not sourced or purchased through *Sodexo Live!* is prohibited.**

All food and beverage samples brought into the Orange County Convention Center must have written approval from *Sodexo Live!* **21 days** prior to the event and adhere to the following guidelines: A company/organization may only distribute samples of food and beverage products that the company/organization produces or distributes in its normal day-to-day operations. Samples may only be distributed in such quantities as listed in the included sampling approval form promoting the core business associated with the conference. Vendors who are approved to distribute samples are required to follow all Florida Department of Health regulations.

### **Sampling with OCCC Facility Restrictions**

The Orange County Convention Center strictly prohibits the sale, display, promotion, or distribution of any Cannabis/THC or any related or derivative products thereof. This comprehensive prohibition includes, but is not limited to items like flowers, edibles, concentrates, beverages, vaporizers, as well as all Delta-7, Delta-8, Delta-10 and any other structural, optical, or geometric isomers of Delta-9 products. Regardless of the concentration of the products, no edible or consumable CBD products may be sold, displayed, promoted or distributed on the Premises, including as free samples.

However, non-edible CBD products, such as oils and topicals, may be distributed or provided as free samples with prior OCCC approval on the condition that the product is not sold, adulterated, or misbranded in any way.

### **Exhibitor Sales**

The sale of any "Ready to Eat" food and beverage product is strictly prohibited. Should you wish your product to be considered as an exemption, the product must **NOT** infringe upon or replicate any concessions offered or potentially sourced by *Sodexo Live!*. You will also need to provide a current ServSafe or similar certificate, proof of current insurance and follow all Florida Health Department regulations and policies. If approved, you will need to sign a revenue share, temporary vendor contract with *Sodexo Live!*

### **Charging for Samples is prohibited.**

**Passing out of full-sized cans or product requires a waiver fee of 50% of the standard retail costs.**

In order to adhere to our policies, which your show promoter/manager/producer is aware of if you are the distributor or manufacturer of a product, you are allowed to sample in **food (3 oz. serving or less), non-alcoholic beverage samples (4 oz. serving or less)**

**Alcoholic beverages may be sampled** with permission from show promoter and must be serviced by a trained, *Sodexo Live!* Bartender. Sample size is **1 oz. serving or less. Sample sized vessels are the responsibility of the Exhibitor but may be sourced through Sodexo Live!**

**SAMPLING APPROVAL FORM**

Show Name: \_\_\_\_\_

Company Name: \_\_\_\_\_

Date(s) of Show: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Company Web Address: \_\_\_\_\_

Cell Phone: \_\_\_\_\_

Booth #: \_\_\_\_\_

Email Address: \_\_\_\_\_

Are you planning to **sell** food on site at the event you are exhibiting or participating in at OCCC? YES NO

Is your company the manufacturer or distributor of the products to be sampled? Yes No

If not, please describe how the sampling is related to the show: \_\_\_\_\_

Please list the items requested to be brought in:

ITEM	DATES OF SAMPLING	QUANTITY	SAMPLE SIZE

Signed: \_\_\_\_\_ Print: \_\_\_\_\_ Date: \_\_\_\_\_

WAIVER OF LIABILITY: The above company and its representatives' releases SODEXO LIVE! from any and all liability arising from the production, distribution, and consumption of any of the food or beverage products that they prepare and serve to their staff or the public in conjunction with this event. The above company further agrees to be responsible for all legal fees resulting from any legal actions that result from said food and beverage product brought in, their preparation, service, consumption & disposition.

**Any food that is being prepared on-site MUST ensure they are compliant with the OCCC Fire Marshal – contract your Event Manager/Exhibitor Services for further requirements.**

**Vendors who attempt to distribute food or beverage without prior approval or who are not compliant with OCCC sampling guidelines will be asked to cease and desist the unapproved activity.**

**For any food or beverage NOT sourced by Sodexo Live! a liability waiver will be required.**

**The costs of the waiver is equal to 50% of the retail item(s) costs.**

**Payment due upon completion of the waiver.**

**Failure to comply with the request will result in the shutdown of the booth and/or the issuance of a trespass warning by Orange County Sheriff's Office.**