



FOOD AND/OR BEVERAGE SAMPLING ON-SITE PREPARATIONS/DISTRIBUTION APPROVAL FORM

To provide a safe and comfortable tradeshow environment, and to comply with fire safety codes, the **NOMCC** requires specific information for all on-site food and beverage preparation and dispensing.

This form must be completed and returned to the **NOMCC** for approval not less than two months prior to show move-in. Exhibitors who fail to obtain prior approval will not be allowed to prepare or dispense food or beverage on-site.

Please see the **NOMCC** Exhibitor Rules and regulations for specific information on Open Flames, Food/Beverage Dispensing, Cooking and Cooking Appliances, and Cooking Safety Requirements.

GENERAL CONDITIONS:

1. All food products brought into the building must comply with The Louisiana Administrative Code – Title 51, Public Health.
2. All items to be given away are limited to sample sizes.
 - a. Non Alcoholic Beverages limited to maximum 4 oz. containers.
 - b. Food items limited to normal “bite size” samples.
3. Items dispensed are limited to products manufactured, processed or distributed by germane to the business of the exhibiting firm. General food and beverage items not manufactured, processed, or germane to the business of the exhibiting firm must be purchased from the **NOMCC**'s exclusive Food Service Contractor, **CENTERPLATE**.
4. Food or beverage may not be sold within the **NOMCC** except by the MCC's exclusive Food Service Contractor.
5. The **NOMCC** is solely licensed by the State of Louisiana to sell and/or dispense alcoholic beverages. Contact House Manager for regulations and restrictions on dispensing alcoholic beverages.

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|-----------------------|---------------------------------------|
| Name of Show _____ | Dates of Show _____ |
| Exhibiting Firm _____ | Booth # _____ |
| Address _____ | City _____ State _____ Zip code _____ |
| Contact _____ | Telephone _____ Fax _____ |

On site Contact and Telephone _____

Product to be Prepared/Dispensed _____

How prepared _____

Type of equipment to be used _____

Portion size to be dispensed _____ Method of Dispensing _____

Is storage required? (Storage may not be available) _____
 A representative of **CENTERPLATE** will contact you.

APPROVED:

| | | |
|------------------------|----------------------|------------------------|
| _____ HOUSE MANAGER | _____ CENTERPLATE | _____ PUBLIC SAFETY |
| _____ DATE | _____ DATE | _____ DATE |

COMMENTS _____

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| RETURN TO: NEW ORLEANS MORIAL CONVENTION CENTER ATTN: FOOD AND BEVERAGE DEPARTMENT 900 CONVENTION CENTER BLVD. NEW ORLEANS, LA 70130 | CARLY BORGULA CATERING SALES MANAGER. PHONE: (504) 670.7237 FAX: (504) 670.7201 EMAIL: cborgula@mccno.com |
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Retain a copy for your records