

Guidelines for Sampling at Natural Products East 2010

Sample Form: Levy Restaurants has the exclusive Food and Beverage distribution rights within the Boston Convention & Exhibition Center. Exposition organizations and/or their exhibitors who manufacture Food and Beverage products may distribute sample Food and Beverage products only with the contracted and written approval of Levy Restaurants. A form to start the process can be found on the following page.

Sample Size: Liquor - *Contact Levy Restaurants for information on liquor sampling. Liquor laws are stringent in MA.*

Wine 2 oz

Beer 2 oz

Food 2 oz

Non-alcoholic Beverage 4 oz

Full Size Sample for food & non-alcoholic beverage **ONLY** if you are the manufacturer of the product and the product is individually pre-packaged.

Per MA state law, Liquor CANNOT be brought into the building. **Even if you are the manufacturer or distributor of the product.** As specific laws and regulations apply to this situation, please contact Levy Restaurants. All liquor MUST be delivered to Levy Restaurants by a MA licensed distributor with a \$0.00 balance invoice. Each individual booth/exhibitor must establish an account with Levy Restaurants.

Corkage Fees: Corkage fees for alcoholic beverages are as follows:

Wine 750ml \$ 15.00 ++ per bottle

Beer 12 oz \$ 2.50 ++ per bottle

Bottled Water \$ 1.00 ++ per bottle

Food Please contact Levy Restaurants sales to discuss the nature of the product.

(++ = 20% Administrative Fee and 5% Sales Tax)

A Consumption Attendant fee of \$150.00+ will be incurred to inventory product. Companies shall then be charged for the actual number of bottles opened. All alcohol products must be received and inventoried by the Levy Restaurants Warehouse. At the end of each day, alcohol must be returned to the Levy Restaurants Warehouse for accountability.

Sales: Please note that the sale of any product is not permissible.

Staffing: Levy Restaurants manages the liquor license at the Boston Convention & Exhibition Center. Therefore, a certified Levy Restaurants bartender is required to be in your booth for the hours you are sampling. The Bartender Fee is \$150.00+ per bartender with a 4-hour minimum, \$37.50+ per bartender for each additional hour.

Storage: All products must be received and inventoried by Levy Restaurants.

Levy Restaurants will provide Dry, Cold or Freezer storage for products prior and during scheduled events. Exhibitor must make arrangements with Levy Restaurants at least 30 days prior to event to ensure space availability. All items stored will incur a minimum storage fee of \$75.00+ per day depending on the weight and size items, as well as type of storage required. All items stored throughout a scheduled event must be removed on the last day of scheduled events. Levy Restaurants will not assume responsibility for items left in storage after event date. Food and beverages that are stored will incur a \$25.00+ delivery fee for each delivery.

Shipping Information:

Receiving, handling and delivery fees noted above will apply.

Shipping Dates:

No product for the Fall 2010 show will be received before 10.04.10.

Shipping Hours:

Monday to Friday - 8:30 AM – 3:00 PM. *Please note shipments arriving after 3:00pm will not be accepted.*

Saturday and Sunday – Closed

Shipping Address:

Levy Restaurants @ Boston Convention & Exhibition Center

ATTN: Mike Cook/Natural Products Expo East

Dock 1

415 Summer Street

Boston, MA 02110

Payment Policy: Payment for all services is due no later than 10 days prior to the first day of the show.

Contact The Levy Restaurants Sales Team regarding any questions or concerns you may have.

We look forward to assisting you.

Levy Restaurants

415 Summer Street, Boston, MA 02110

Phone: (617) 954.2379 Fax: (617) 954.2159

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

Levy Restaurants has **exclusive** Food and Beverage distribution rights within the Boston Convention & Exhibition Center. Exposition organizations and/or their exhibitors may distribute sample food and/or beverage products only with the written approval of Levy Restaurants.

GENERAL CONDITIONS:

- 1) Items dispensed are limited to products **manufactured, processed or distributed by exhibiting firm.**
- 2) All Items are limited to SAMPLE SIZE and must be distributed from exhibit location.
 - A) Non Alcoholic Beverage samples are limited to a maximum of four fluid ounces of product.
 - B) Food Items are limited to a maximum portion size of two ounces of product.
 - C) Food and/or beverage items as traffic promoters (i.e. popcorn, coffee, bar service) **MUST** be purchased through Levy Restaurants unless you are the manufacturers of said item.
 - D) Alcoholic Beverage Manufacturers may exhibit. Please see "Guidelines for Sampling."
- 3) Exhibiting firm must provide Levy Restaurants with a certificate of liability with coverage of \$1,000,000.00 per occurrence and naming Levy Restaurants and the Boston Convention & Exhibition Center as additional insured no later than close of business (5:00 PM EST.) on September 14th, 2009.
- 4) Exhibiting firm must also send an application for a Health Permit to Levy Restaurants and a \$40 payment made out to Levy Restaurants. This application can be found in the Exhibitor Services Kit.

THIS MUST BE ON SITE AT ALL TIMES

Name of Event: Natural Products East
Firm Name: _____
Booth Number: _____
Address: _____
State & Zip Code: _____
Contact: _____
Onsite Contact: _____
Cell Number: _____

Event Date: _____
Phone: (____) _____
Fax: (____) _____
Email: _____
City: _____
Title: _____
Title: _____

Product(s) you wish to dispense: _____
Size of Portion to be dispensed: _____ Proposed method of dispersion: _____
Explain purpose for offering samples:

***Before returning this document, please sign the 'Agreed' indicating
you have read and you agree with the conditions above.***

Agreed : _____
By The Exhibiting Firm
Date: _____

Approved : _____
By ARAMARK Sports & Entertainment Services

Return To:
Levy Restaurants
Sales Department
At the Boston Convention & Exhibition Center
ATTN: Caitlin Flaherty – Sr. Catering Sales Manager
Cflaherty@levyrestaurants.com
415 Summer Street, Boston, MA 02110
Phone: (617) 954.2379 Fax: (617) 954.2159\