



Georgia World Congress Center

Food & Beverage Sampling/Corkage Approval Form

Levy Restaurant has exclusive food and beverage distribution rights within the Georgia World Congress Center Authority. Sponsoring organizations of expositions and trade shows, and/or their exhibitors may distribute sample food and/or **non-alcoholic beverage** products ONLY upon written authorization.

General Conditions:

- Items dispensed are limited to products manufactured or processed by the exhibiting firm and are related to the purpose of the show.
- All approved food items brought into the building must comply with the Health Department and all applicable laws.
- If dispersing samples, exhibitors are required to have a hand sanitizing station in their booth (this can be as basic as sanitizing wipes or hand sanitizer and paper towels).
- If you require food preparation, heating or other kitchen services, arrangements must be made no later than 4 weeks in advance of the start of the event. Only Levy Restaurant catering staff may perform all preparation/cooking within the facility's production areas. Charges for these services will be based on the requirements.
- If preparation takes place within the exhibiting company's leased booth space, a description of size/equipment/processing procedure must be submitted in advance for approval.
- Food & Beverage may not be sold within Georgia World Congress Center.
- A sample size is defined as: Twelve (12) ounces for beverage samples and Six (6) ounces for food samples.
- If you wish to provide a sample item that is packaged, canned, or bottled (or anything that is larger than the 12 oz beverage or 6 oz food samples), a "buy out corkage" fee of \$500 per exhibiting company is required, payable to Levy Restaurants.
- **Alcoholic beverage samples of any kind or size are prohibited.**

The company named below acknowledges they have sole responsibility for the use, sale, servicing, or other disposition of such items in compliance with all applicable laws. Accordingly, the company agrees to indemnify and forever hold harmless Levy Restaurants and the Georgia World Congress Center Authority from all liabilities, damages, losses, costs, or expenses directly or indirectly from their use, sale, serving or other disposition of such items.

Standard fees for handling, delivery, ice, or other services required from Levy will be charged where applicable, including a 24% service fee and 8.9% sales tax.

Company Name _____ Booth No. _____

Contact Name _____ Title _____

Telephone _____ Fax _____ Email _____

City _____ State _____ Zip _____

Product(s)/reason you wish to dispense items: _____

Portion size & method of dispensing items _____

Will you be heating or cooking food? YES NO

If yes, please list the heating or cooking equipment to be used: _____

By submitting this form, I acknowledge I have read and understand the Food and Beverage policies at Georgia World Congress Center

Approved _____
General Manager, Levy Restaurants

For additional services and information, please contact Levy Restaurants.

Please return the completed form to Levy Restaurants by Friday, April 21, 2023.

Levy Restaurants
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Atlanta, GA 30313-1591
Telephone: 404-223-4500 Fax: 404-223-4511
Email: FoodServicesGWCC@GWCC.com