SAMPLE FOOD & BEVERAGE DISTRIBUTION AUTHORIZATION REQUEST

Savor SMG/ASM Global is pleased to be able to work with all requests, but unfortunately, no outside food or beverage is allowed within the Broward County Convention Center. Legends Global is the exclusive provider of all food and beverage for the Broward County Convention Center and our liability insurance only allows for original manufacturer/producers to distribute food items **(including bottled water, protein supplement, candy)**. Your Catering Event Manager is happy to work with you to assist with any special requests. If you are the manufacturing/producing company and wish to sample your product, please fill out the following form. In addition you will need to supply your Certificate of Insurance naming the Convention Center, SMG/ASM Global and Broward County as Additionally Insured. Please wait for approval from the Catering Department. Please send to catering@ftlauderdalecc.com.

Regulations:

1.Items dispensed are limited to product manufacturer/producer/distributor of exhibiting firm.
2. All items are limited to sample size
   A. Non-Alcoholic Beverages, protein supplements, limited to maximum 4 oz. Container with 3 oz of product.
   B. Alcoholic Beverage items limited to 2 oz serving of Beer & .5 oz serving of liquor/spirits. A SAVOR Bartender is required.
   C. Food items limited to “bite size”.
   D. Food and/or beverage items used as traffic promoters (i.e. cookies, popcorn, coffee, bottled water, bar service, alcoholic beverages etc.) MUST be purchased from Catering Department.

Name of Event:_____

Company Name:_____

Contact:_____

Address:_____State:____Zip Code:_____

Phone:_____Fax:_____

Email:_____Booth #:_____

1. Products you wish to sample:

_____

_____

2. How do you plan on sampling this product (i.e. trays, 4oz cups):

_____

_____

3. Please explain purpose of offering these samples:

_____

_____

Approved By:

_____(SAVOR Food & Beverage Director) _____ (Date)

Exact verbiage required is highlighted below in blue.

ACORD **CERTIFICATE OF LIABILITY INSURANCE** **DATE: 6/4/99**

PRODUCER	
XYZ BROKERAGE INC. 123 PINE TREE DRIVE FT. LAUDERDALE, FL 33316	THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. **COMPANIES AFFORDING COVERAGE**
INSURED TENANT'S NAME MAILING ADDRESS	COMPANY A INSURANCE COMPANY COMPANY B COMPANY C COMPANY D

COVERAGES

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED NOTWITHSTANDING ANY REQUIREMENT TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN. THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE	POLICY EXTERMINATION DATE	LIMITS
GENERAL LIABILITY X COMMERCIAL GENERAL LIABILITY ___ CLIAMS MADE ___X___ OCCUR ___ OWNER'S & CONTRACTOR'S PROT ___ _____	XXXXXXXXXX	MM/DD/YY	MM/DD/YY	GENERAL AGGREGATE 1,000,000 PRODUCTS COMP/OP AGG 1,000,000 PERSONAL & ADV INJURY 1,000,000 EACH OCCURRENCE 1,000,000 FIRE DAMEAGE (1 FIRE) 50,000 MED EXP (1 PERSON) 5,000
AUTOMOBILE LIABILITY X ANY AUTO ___ ALL OWNED AUTOS ___ SCHEDULED AUTOS ___ HIRED AUTOS ___ NON-OWNED AUTOS ___ _____	XXXXXXXXXX			COMBINED SINGLE LIMIT 5,000,000 BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE
GARAGE LIABILITY ___ ANY AUTO ___ _____				AUTO ONLY (EA ACCIDENT) $_____ OTHER THAN AUTO ONLY $_____ EACH ACCIDENT $_____ AGGREGATE $_____
EXCESS LIABILITY ___ ANY AUTO ___ _____				EACH OCCURRENCE $_____ AGGREGATE $_____
WORKER'S COMPENSATION AND EMPLOYER'S ALIABILITY THE PROPRIETOR ___ PARTNER/EXECUTIVE ___ INCL OFFICERS ___ EXCL	XXXXXXXXXX			WC STATUTORY LIMITS EL EACH ACCIDENT 100,000 EL DISEASE—POLICY LIMIT 500,000 EL DISEASE-EACH EMPLOYEE 100,000
OTHER				

DESCRIPTION OF OPERATIONS/LOCATIONS/VEHICLES/SPECIAL ITEMS

Additional Insured Include: Legends Global, Greater Ft. Lauderdale/Broward County Convention Center, Broward County Board of County Commissioners, Broward County, Florida, Their Officers, Directors, Agents and Employees; Event name, Dates (Move-in, Show, & Move-out)

CERTIFICATE HOLDER	CANCELLATION
Legends Global BROWARD COUNTY CONVENTION CENTER 1950 EISENHOWER BLVD FT. LAUDERDALE, FL 33316	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION OF 30 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT. BUT FAILURE TO MAIL SUCH NOTICE SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE COMPANY, ITS AGENTS OR REPRESENTATIVES AUTHORIZED REPRESENTATIVE OR AON RISK SERVICES, INC. OF ILLINOIS

FIRE CODE & SAFETY REQUIREMENTS

All cooking exhibits shall comply with the following:

- One 20 BC fire extinguisher with current tag for each cooking device.
- Deep fryers must have lids and single well. FRYER requires a class “K” extinguisher
- Equipment shall be fueled by low heat source.
- Cooking surface shall be limited to 288 square inches.
- Cooking equipment is required 4 (four) feet from public or have physical barrier.
- Equipment must be on a non-combustible surface.
- Cooking equipment is required 2 (two) feet apart.
- Flamed proof treated materials are required:
  Curtains, drapes, table cloths, etc.
- Butane canisters cannot exceed 16oz.
- **NO propane cooking tanks allowed inside the convention center.**
- Convention center’s carpet surface must be protected if there are any food preparation and/or cooking demonstration.

City of Fort Lauderdale Fire Department
The Greater Fort Lauderdale/Broward County Convention Center

Signature required to confirm the above fire code and regulations have been reviewed:

_____(Food Vendor Representative if Cooking On-Site is Applicable) _____(Date)