



## Food and/or Beverage Distribution Sampling Request Form

Metro Toronto Convention Centre Corporation (MTCC) has exclusive food and beverage distribution rights within the Convention Centre. Exposition sponsoring organizations and/or exhibitors may distribute SAMPLE food and/or beverage products ONLY upon written authorization to the Metro Toronto Convention Centre and adherence to ALL of the conditions outlined below.

**NOTE:** Due to current provincial regulations regarding the consumption of food and/or beverage indoors, exhibitor booth catering from the Metro Toronto Convention Centre is not available or permitted at this year's show.

For those exhibitors that produce or bring to market a food and/or beverage product and wish to provide sampling at your booth, please complete this form to request authorization from the Metro Toronto Convention Centre.

### Conditions for Sampling Food & Beverage

**NOTE:** Please carefully review the conditions that apply to this year's show due to current provincial regulations.

- Exhibitor that are permitted to apply for food and/or beverage sampling is limited to exhibitors that **produce or bring to market** a food and/or beverage product. Such exhibitors are not limited solely to specific food and/or beverage products that they actually produce or bring to market.
- Food and/or beverage product(s) for sampling purposes will be limited to **pre-wrapped or sealed items only** and limited to the size parameters below.
- Attendees receiving food and/or beverage sampling items from an exhibitor will not be able to consume these products within the Metro Toronto Convention Centre. It is the **responsibility of the exhibitor** to advise each attendee of this upon providing any approved food and/or beverage samples.
- All items are limited to SAMPLE SIZE;
  - Sample or promotional non-alcoholic beverages must be approved by the Catering Department and will be limited to a maximum **3 oz / 89 ml** sample size.
  - Sample food items must be approved by the Catering Department and will be limited to a maximum of **4" x 2" inches / 10cm x 5cm or 4oz / 114gr portions**.
- Sampling of alcoholic beverage items is **not permitted** at this year's show due to current provincial regulations.
- For those exhibitors that do not produce or bring to market food and/or beverage products yet still wish to provide sampling, the requirements above still apply and exhibitors are requested to apply for approval to the MTCC using the form below. A **Loss of Revenue Fee** for and approved food and/or beverage products distributed will apply. This charge is determined based on the product(s), size and quantity. You may contact us at [catering@mtccc.com](mailto:catering@mtccc.com) or **(416) 585-8144** to discuss further.
- Approved sampling may be distributed from the exhibiting booth only, and not in any pre-function spaces or public spaces without written consent from the show manager as well as the Metro Toronto Convention Centre.

The Company named below acknowledges they have sole responsibility for the use, servicing or other disposition of all food and beverage items in compliance with all applicable policies and laws in the City of Toronto, Province of Ontario. Accordingly, the Company agrees to fully indemnify and hold harmless the Metropolitan Toronto Convention Centre Corporation from all liabilities, damages, losses, costs, expenses, legal fees and disbursements, penalties or fines resulting directly or indirectly from their use, serving or other disposition of all food and beverage items.

Date: \_\_\_\_\_ Event Name: \_\_\_\_\_ Booth Number: \_\_\_\_\_  
month/day/year  
 Company Name: \_\_\_\_\_ Contact: \_\_\_\_\_  
 Phone: \_\_\_\_\_ E-Mail: \_\_\_\_\_ Event Room/Hall: \_\_\_\_\_  
 Address: \_\_\_\_\_ Prov./State: \_\_\_\_\_ Country: \_\_\_\_\_ Postal/Zip Code: \_\_\_\_\_

**Please list below** all food and/or beverage item(s) requested for sampling approval. As well as the purpose of distribution. Include quantity, portion size and confirmation these products **will be pre-wrapped or sealed** for consumption outside of the Metro Toronto Convention Centre. Please note the exclusion of any of the information may result in delayed request and approval process.

**MTCC USE ONLY:**

Approved: Yes  No  MTCC Manager's Signature: \_\_\_\_\_ Exhibitor Signature: \_\_\_\_\_