



## Mountain America Exposition Center and Salt Palace Convention Center Policies, Procedures & Requirements for Food or Beverage SAMPLING

Welcome! Our goal is to provide you, as an exhibitor, with the best experience possible during your stay at our facility. The information below is meant to assist you in maximizing your exposure to your guests while maintaining a food safe environment. As the exclusive distributor of food and beverages at the Convention and Expo centers, Utah Food Services (UFS) works closely with the Utah Health Department to ensure maximum safety for all of our guests. If you have any questions regarding this form or the approval process please call Traci McCormick at 801-531-0226.

**BEFORE** purchasing a booth or obtaining permits you **MUST** receive signed approval to distribute ANY food in the building. If you have any questions regarding this form please call 801-531-0226. Please submit form a minimum 14 days before event.

### REQUIREMENTS

1. The product to be sampled must be manufactured, processed or distributed by the exhibitor.
2. Sampling is only permitted from contracted booth space and cannot be used for a VIP or special promotions.
3. Alcohol in any size or form is not allowed for distribution.
4. Use of cooking equipment must have prior approval from the facility & fire department

MAEC 385-468-2286

SPCC 385-468-2221

5. IF APPLICABLE, the exhibitor must obtain a Temporary Food Permit from The Salt Lake Valley Health Department. SLVHD is located at 788 E. Wood Oak Lane Murray, Utah

The Health Department's main concern with sampling is bare hand contact by workers and customers. If you are portioning your samples on site, gloves are not enough, you will need a hand washing station. Please call the SLVHD with any questions 385-468-3845

6. Food and beverages items used as traffic promoters MUST be purchased from Utah Food Services 801-531-0226.

7. Non-consumable food item, are products which are not readily consumable onsite (jams, sauces, salsas) can be sampled and sold but must receive written approval. Please submit form below.

8. Consumable food items are products which are readily consumable onsite (pretzels, candies, popcorn, cookies, etc.) can be sampled, please submit form below for approval. If you are interested in selling your product onsite submit selling request below. To be considered, items must be sold at a minimum of \$15.00 per single serving.

9. Fundraising and/or charity groups will not be allowed to sell food inside or outside the building

10. Concession stands and kitchens are not available for exhibitor use.

11. If approved for sampling and/or selling, you will receive an approval letter that is required to be posted in your booth at all times. If form is not posted, you will be asked to remove your food product.

12. Candy bowls are allowed, without approval, but must be bite-size only.

# SAMPLING FORM



**UTAH FOOD SERVICES**

**SAMPLE SIZES:**

1. All items distributed are limited to SAMPLE sizes.
  - a. Beverages limited to maximum of 2 ounces in 3 ounce or smaller container
  - b. Food items limited to "bite-size"

To apply, please fill out the following form & remit to:  
traci@utahfoodservices.com

Event: \_\_\_\_\_ Event Date(s) \_\_\_\_\_ Booth # \_\_\_\_\_  
 Company: \_\_\_\_\_ Contact Name: \_\_\_\_\_  
 Phone: \_\_\_\_\_ Email: \_\_\_\_\_  
 Description of Business: \_\_\_\_\_

PRODUCT	SERVING SIZE	PROPOSED DISTRIBUTION METHOD

If you will be sampling the same product/sizes at additional shows this year please list events below to obtain annual approval.

Date	Event	Date	Event
_____	_____	_____	_____
_____	_____	_____	_____

**APPROVAL OF SAMPLING IS NOT APPROVAL TO SELL YOUR ITEM**

If you would like to be considered for selling your food product, please complete the portion below.

MENU ITEM	SERVING SIZE	RETAIL PRICE