



## Food & Beverage Sampling Request Form

Event or exposition sponsoring organizations, their exhibitors, and/or their vendors may distribute sample food and beverage products only with written authorization.

### General Conditions

1. Event promoter or individual exhibitor is responsible for securing a City of Arlington Temporary Health Permit for sample items. Contact the City of Arlington Health Department. Phone number 817.459.6502  
The permit may be found at the following:  
<http://www.arlington-tx.gov/cdp/environmental-health/health-permits>  
*Temporary Food Establishment Permit Application*  
Permits must be displayed at the location where the food or beverage is being served throughout the event.
2. Items dispensed are limited to products manufactured, represented, or processed by the exhibiting company.
3. All items are limited to SAMPLE SIZE. The maximum sample size quantities are:
  - a. **Beverages limited to 3 ounces. ALCOHOLIC BEVERAGES ARE NOT PERMITTED FOR SAMPLING.**  
All alcoholic beverages **MUST** be purchased through and served by Levy Restaurants, the in-house food and beverage management company for the Arlington Convention Center.
  - b. **Food Items limited to 1 ounce "bite size".**
4. The applicant name below acknowledges they have the sole responsibility for disposition of such items in compliance with all applicable laws, including the Texas Alcoholic Beverage Code. Accordingly, the applicant agrees to indemnify and hold harmless Levy Restaurants and the City of Arlington, Texas from all liabilities, damages, losses, costs or expenses resulting directly or indirectly from disposition of such items.
5. Food and beverage items used as booth traffic promoters (eg. coffee, popcorn, sodas, bar service, etc.) **MUST** be purchased from Levy Restaurants.
6. Food and beverages **MAY NOT BE SOLD** on the premises without express written permission from the Convention Center Director.

Name of Event \_\_\_\_\_ Event Date(s) \_\_\_\_\_ Booth Name \_\_\_\_\_ Booth # \_\_\_\_\_

Applicant Name \_\_\_\_\_ Email \_\_\_\_\_ Phone \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ ZIP \_\_\_\_\_

Onsite Contact: Name & Phone Number \_\_\_\_\_

Product(s) you wish to dispense \_\_\_\_\_

Size of portion to be dispensed \_\_\_\_\_

**Please contact Levy Restaurants at the Arlington Convention Center regarding food & beverage items needed for your booth.  
Note: All sample items MUST receive prior approval and confirmation from Levy Restaurants at the Arlington Convention Center.  
Exhibitors not in compliance will be asked to remove item(s) from the facility immediately.**

In signing below, I understand and agree to the terms and conditions above.

Applicant Signature \_\_\_\_\_

Date \_\_\_\_\_

Approved \_\_\_\_\_

Date \_\_\_\_\_

Please mail, fax or email the completed form to our office at least 14 days prior to the event date to ensure confirmation.

Contact: Nicole McCracken  
Phone: 817.459.5020  
Fax: 817.459.5023  
Email: nmccracken@levyrestaurants.com