



ASM Global Foodservice has the exclusive food and beverage distribution rights within The Las Cruces Convention Center. Exposition sponsoring organizations and their exhibitors may distribute SAMPLE food or non-alcoholic beverage products with written authorization **ONLY**.

GENERAL CONDITIONS:

- Items dispensed are limited to products manufactured or produced by the exhibiting firm.
- All items distributed are limited to sample sizes:
 - a. Beverages limited to maximum of 2 oz. Containers.
 - b. Food items limited to “bite size”: (1 oz. or less).
- Use of cooking equipment must have prior approval of The Convention Center.
- Show management or exhibitor is responsible for securing a City of Las Cruces Health Permit. Permits must be obtained in order to distribute food and beverages.
- A copy of the business License and Insurance needs to be submitted to management and kept on file for a year.
- Standard fees for storage, handling, delivery, etc. will be charged where applicable.
- Food and beverage items used as traffic promoters (i.e. coffee, popcorn, bottled waters, sodas, bar service, etc.) **MUST** be purchased from the Convention Center Foodservice. Please contact our Catering office with questions on traffic promotions items.
- The applicant named below acknowledges they have sole responsibility for use, service, and disposition of such items in compliance with all applicable laws. State law prohibits the sampling and distribution of alcoholic beverages. Accordingly, the applicant agrees to indemnify and forever hold harmless ASM Global Foodservice, The Las Cruces Convention Center and their exhibitors the City of Las Cruces and its agents from all liabilities, damages, losses, costs or expenses resulting directly or indirectly from their use distribution or other dispensed food and beverage items.

Name of Event _____ Event Date(s) _____

Firm Name _____ Telephone _____ Fax _____

Address _____

City _____ State _____ Zip Code _____ Booth # _____

On Site Contact _____ Title _____

Signature _____ Date _____

Product(s) you wish to dispense _____

Size of portion to be dispensed _____ Quantity Distributed _____

Proposed method of dispensing and reason for offering samples

SERVICES REQUIRED: Please notify Las Cruces Convention Center Foodservice at 575-526-0100 regarding any special services or requests related to your sample distribution. A state tax applies to all charges and service charge where applicable.

NOTE: All samples MUST receive prior approval and confirmation from the Show Manager, ASM Global Foodservice and The Convention Center. Exhibitors who do not comply will be asked to remove the items from the facility.

APPROVED _____

APPROVED _____

Date _____

Date _____

Event Manager, ASM Global Foodservice
Jose Garcia

Food & Beverage Manager, ASM Global Foodservice
Miguel Robles

X _____

X _____

**PLEASE RETURN TO OUR CATERING OFFICE
AT LEAST TWO WEEKS PRIOR TO THE START OF THE SHOW.**