

# FOOD AND BEVERAGE SAMPLING PERMIT



Please email completed form to Centre's Co-ordinator fourteen (14) days prior to the event

## Contact Details

Event Name	_____		
Event Date	_____		
Venue/ Hall	_____	Booth Name	_____
Person in Charge	_____	Booth No	_____
Email	_____	Mobile No	_____

## A) Terms and conditions

1. Food and beverage is only permitted for specific trade shows and conventions directly related to the food and beverage industry.
2. A detailed list of the products that will be sampled (quantities included) must be submitted to the Centre two weeks prior to the scheduled event.
3. All sampling must comply with the Food Act 1983, Hazard Analysis Critical Control Points (HACCP) and the Centre's guidelines outlined below:
  - a) Beverage tasting and promotional samples are limited to a maximum size of **50ml per glass/cup**
  - b) Solid food portions shall not be larger than **BITE SIZE portions – 85g**
  - c) A non-halal sign or placard must be prominently displayed for all sampling products that are not halal certified.
  - d) Sampling of non halal products which contain pork or pork derived products is strictly prohibited and cannot be brought into the Centre at all.
  - e) Eating and drinking utensils provided by exhibitors/ sponsor shall be of recyclable materials (e.g. disposable Eco cutlery, biodegradable wooden cutlery) and must not be reused
  - f) Food must be offered in a ready to consume manner to avoid it being handled by the public. Food should be apportioned and served with toothpicks or other appropriate utensils or containers
  - g) Antiseptic solutions should be made available for visitors wishing to clean their hands prior to and after sampling
  - h) Exhibitor or sponsor shall comply with all local health and safety regulations and shall bear all costs related to such compliance. This includes but not limited to provision of sink installation. Exhibitor or sponsor shall remove any unauthorised item or items that did not meet the conditions above stated
  - i) Exhibitor or sponsor shall provide separate bin for disposal of food waste and shall ensure that all food waste are disposed properly. Furthermore, they must ensure that no containers, toothpick and non-food waste is disposed in the bin allocated for food waste
  - j) If at any time, an activity or operation is considered non-compliant, unsafe or poses any risks to any persons or the environment, the Centre's representatives shall have the right to immediately postpone or cancel the activity until the issue is rectified. Please note that at any stage before or after this permit is approved, the Centre may at its sole and absolute discretion add or remove any restrictions to the use or application of this permit.
4. The undersigned hereby agrees to indemnify and hold harmless the Centre from and against any and all claims, demands, actions, suits, losses, costs, charges, expenses, damages and liabilities whatsoever which the Centre may pay, sustain, suffer or incur by reason of or in connection with the Exhibitor and/or Sponsor's food and beverage samples at the Centre.

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Product(s) for Sampling	Proposed Method	Storage Method

(If the space above is inadequate, kindly attach additional information with the form)

### **Tick Applicable Box**

I / We are the manufacturer or distributor of the products listed above  
OR

I / We are not the manufacturer of the products but we would like to request permission to offer food sampling  
Please explain purpose of the sampling:

OR

I / We are not the manufacturer of the products being sampled but would like to request permission to offer beverage/s (non- alcoholic) for sampling  
Please explain purpose for offering the sampling:

### **I hereby agree to comply and follow the above mentioned terms and conditions**

Name	<input type="text"/>
Designation	<input type="text"/>
Date	<input type="text"/>

### **\*\*\*\* CONVENTION CENTRE USE ONLY \*\*\*\***

Issued by	<input type="text"/>
Comment	<input type="text"/>
Date	<input type="text"/>