

# Columbia Metropolitan Convention Center

## EXHIBITOR SAMPLE FORM

The Columbia Metropolitan Convention Center has granted exclusive food service rights to their concessionaire, Spectra Food Services. All food and beverage served in the Columbia Convention Center must be provided through Spectra Food Services.

For exhibitors who wish to distribute a food or beverage product that is manufactured and distributed in the normal course of the exhibitor's business, may **request** to do so according to the following restrictions.

- **Liquid samples may not exceed two (2) ounces**
- **Dry weight samples may not exceed two (2) ounces**
- **Sample distribution must be limited to the exhibitor's booth area only**
  - **It is unlawful to distribute alcoholic beverages of any kind**
  - **POPCORN IS *NOT* ALLOWED UNLESS PURCHASED THROUGH SPECTRA FOOD SERVICES**
  - **Sampling is available for public exhibit shows only.**  
**It is not to be a substitute for a catered order.**

Event Name: \_\_\_\_\_

Event Dates: \_\_\_\_\_

On Site Contact Name: \_\_\_\_\_

Company Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Fax Number: \_\_\_\_\_

Booth Number Assigned: \_\_\_\_\_

***Description of Sample Items to be distributed:*** \_\_\_\_\_

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Approved By: \_\_\_\_\_ General Manager, Spectra Food Services

The Columbia Convention Center and Spectra Food Services must receive all sample requests at least two weeks in advance of show move in days for authorization. If you have any questions or need any additional information, please contact Spectra Food Services sales staff at (803) 545-0078. Their professional sales staff will be happy to assist you. There is a large variety of food and beverage catering options available to your company during the convention/tradeshow. This form must be returned 2 weeks prior to the scheduled event via fax to (803) 545-0125.