



AUTHORIZATION REQUEST SAMPLE FOOD AND/OR BEVERAGE DISTRIBUTION

IMPACT CATERING, FOOD & BEVERAGE OPERATION has the exclusive food and beverage distribution rights within the Oklahoma State Fair Park complex. Expositions, sponsoring organizations and their exhibitors may distribute **SAMPLE** food products with written authorization **ONLY**.

GENERAL CONDITIONS:

- Items distributed 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 IMPACT CATERING, FOOD & BEVERAGE
- Show management or exhibitor is responsible for securing an Oklahoma State Health Permit. obtained in order to dispense food and beverages.
- Food and beverage items used as traffic promoters (i.e. coffee, popcorn, bottled waters, sodas, MUST be purchased from IMPACT CATERING, FOOD & BEVERAGE OPERATION . Please contact our Catering Office with questions on traffic promotions items.
- The applicant named below acknowledges they have sole responsibility for the 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 OKLAHOMA STATE FAIR, INC., IMPACT CATERING, the City of Oklahoma City, the Oklahoma City Public Property Authority and their agents from all liabilities, damages, losses, costs or expenses resulting directly or indirectly from distribution of such items.
- For all Food & Beverage Rules and Regulations, please refer to the SFP Event Handbook.

Name of Event: _____ **Event Date(s):** _____ - _____

Firm Name: _____ **Phone:** _____ **Fax:** _____

Address: _____

City: _____ **State:** _____ **Zip:** _____

On Site Contact: _____ **Title:** _____

| Product(s) you wish to distribute: | Portion size(s) to be distributed: | Quantity to be distributed: |
|---|---|--|
| | | |

Proposed method of distributing and reason for offering samples: _____

APPLICANT'S SIGNATURE: _____ **Date:** _____

APPLICATION APPROVED BY IMPACT CATERING, FOOD & BEVERAGE OPERATION:
(not valid unless signed below by authorized representative) _____ **Date:** _____

SERVICES REQUIRED: Please notify IMPACT CATERING, FOOD & BEVERAGE OPERATION at 405-948-6792 regarding any special services or request related to your sample distribution. **NOTE:** All samples **MUST** receive prior approval and confirmation from the Show Manager, IMPACT CATERING, FOOD & BEVERAGE OPERATION and OKC FAIRGROUNDS. Exhibitors who do not comply will be asked to remove the items from the facility.

PLEASE RETURN THIS COMPLETED FORM TO THE IMPACT CATERING, FOOD & BEVERAGE OPERATION OFFICE AT LEAST TWO (2) WEEKS PRIOR TO THE START OF YOUR EVENT. RETURN TO james.johnson@okstatefair.com. ANY OTHER QUESTIONS PLEASE CALL 405-948-6792.