



## **FOOD SAMPLING**

(Effective January 2014)

The Vancouver Convention Centre retains the exclusive right to provide and control all food & beverage services for any event held at the Vancouver Convention Centre. Food and beverage sampling is generally not permitted however, certain exceptions may be granted for trade shows and/or conventions that are directly related to the food and beverage industry.

In those circumstances, a detailed list of the products that will be sampled with quantities must be submitted to the Vancouver Convention Centre two weeks in advance of the scheduled event. Food service exhibitors may only offer food and beverage samples in the exhibition area. Sampling portions are limited to 4 ounces of liquid (non-alcoholic) and 1 ounce of food. Exhibitors may only produce samples of product that they serve and/or produce for the purpose of promoting their merchandise.

All sampling is subject to compliance of health, safety and sanitation, or other specific requirements of the Vancouver Coastal Health Authority, and where applicable, the Provincial and Federal Department of Health and Agriculture. Health regulations may require that any prepared products be appropriately inspected and licensed for consumption by the Vancouver Coastal Health Authority. It is the responsibility of the Client/Exhibitor to comply with all local health and safety regulations which may include sink installations at the cost of the Client/Exhibitor. A minimum of 14 days' notice is required for the application of a 'Temporary Food Booth Permit' from the Vancouver Coastal Health Authority.

For further information and permitting, please visit [http://www.vch.ca/your\\_environment/food\\_safety/permits/](http://www.vch.ca/your_environment/food_safety/permits/) or contact:

Vancouver Coastal Health Authority  
#800-601 West Broadway  
Vancouver, BC - V5Z 4C2  
Phone: 604 675-3800  
Fax: 604 736-8651

Trade shows or Exhibitors that require the Vancouver Convention Centre kitchen staff to assist with food preparations must complete a Product Preparation Information Sheet. This can be obtained from your Catering Sales Manager and must be completed in full for each product, and submitted to the Vancouver Convention Centre no later than 14 days prior to the event move-in date. The Client/Exhibitor will be responsible for all charges at current rates including equipment rental, labour, and any supplementary food and/or cleaning supplies required. All deliveries are to be sent to the Vancouver Convention Centre's loading dock and must be clearly labelled with event name, event dates, and exhibitor's on-site contact. Frozen food must arrive three days prior to the event, and fresh food, a minimum of 24 hours prior. The Vancouver Convention Centre reserves the right to refuse food preparation for any products received after the above time lines.

Any use or access to the Vancouver Convention Centre food service areas must be approved in advance by the Catering Department.