



**DULLES EXPO**  
& CONFERENCE CENTER

## SAMPLE FOOD AND/OR BEVERAGE DISTRIBUTION AUTHORIZED REQUEST

P.O. Box 221075, Chantilly, VA 20153-1075  
Phone: 703-378-0910  
Fax: 703-378-2080

The Dulles Expo & Conference Center is the authorized Food and Beverage manager. Exposition sponsoring organization and/or their exhibitors may distribute food and/or beverage products **ONLY** upon written authorization.

No alcoholic beverages may be sampled/sold in the Dulles Expo & Conference Center.

- Items dispensed are limited to products manufactured by or licensed for distribution by exhibiting firms and must be related to the purpose of the show.
  1. Beverages limited to maximum 3 oz. container and 2oz. product.
  2. Food items limited to "bite size."
- All items limited to **SAMPLE SIZE**. If you do not comply with the above sample size, you may be asked to discontinue sampling.
- The company named below acknowledges they have sole responsibility for the use, sale, servicing or other disposition of such items in compliance with all applicable laws. Accordingly, the company agrees to indemnify and forever hold harmless the Dulles Expo and Conference Center from all liability damages, losses, costs or expenses resulting directly or indirectly from their use, sale, serving or other disposition of such items. You must also comply with all Fairfax County Health Department rules and regulations.
- Food and/or beverage items used as traffic promoters (i.e. coffee, candy, popcorn, soda, etc.) must be purchased from the Dulles Expo & Conference Center.

Show Name:		Show Dates:	
Company Name:		Booth #	
Phone:		Fax:	
Address:			
City:		State:	
		Zip:	
Contact Person:		Title:	
Signature:		Date:	
Product(s) you wish to dispense:			
Size of Portion to be dispensed:			
Proposed Method of Dispensing and Reason for Offering Samples:			
Approved: _____ Event Coordinator, DECC		Disapproved: _____ Event Coordinator, DECC	
_____		_____	
First Class Catering		First Class Catering	
*This form must be submitted a <b>MINIMUM</b> of (30) Thirty days prior to the first show day.			