

Overland Park Convention Center  
6000 College Blvd., Overland Park, Kansas 66211  
913-339-3042  
913-339-3098

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### ***EXHIBITOR SAMPLING GUIDELINES***

The practice of exhibitors bringing in their own food or beverage is in direct conflict with the ARAMARK exclusive contract at the Overland Park Convention Center. Therefore, it is our policy that any exhibitor who is providing ANY food or non-alcoholic beverage item be required to notify the Food and Beverage Department in writing as to the nature of the proposed product give-away (Fees are applicable unless waived by Food and Beverage Department or purchased through Overland Park Convention Center). Sampling of food or non-alcoholic beverage items would not be permitted if the item being dispensed has no relation to such exhibitor's business.

Food and Beverage at the Overland Park Convention Center does require all food and non-alcoholic beverage to be of sample size portions; 2 ounce portions for food and 4 ounce cups for non-alcoholic beverages. A written approval must then be obtained from Food and Beverage Department at least seven (7) working days prior to the show opening whenever food or non-alcoholic beverage samples are being giving away.

Any exhibitor providing samples of food and non-alcoholic beverage samples must operate within the local Health Department guidelines.

Any Exhibitor requesting to give away samples of alcoholic beverages must obtain a special event liquor license from the Liquor Control Board for the State of Kansas (Fees are applicable unless waived by Food and Beverage Dept. Or purchased through Overland Park Convention Center/ARAMARK FHC Kansas Inc). Samples dispensed are **limited to those products that are manufactured, processed or distributed** by the entity requesting permission. Please refer to the Exhibitors Agreement for further specifications.

**Samples are limited to 1 ounce of beer or wine and 1/2 ounce of spirituous liquors.**

**Alcoholic beverages may be sold or served only as authorized by a current and valid alcoholic beverage licensee.**

Samples are to only be served to persons 21 years of age or older. Each booth must provide a visible sign, stating: ***"Guests must be 21 years of age to participate in sampling of alcoholic beverages. Picture I.D is required"***

If you have any questions, please feel free to contact Food & Beverage Department at the Overland Park Convention Center, 913-339-3042.

Thank you in advance for your cooperation!

