

# The San Diego Convention Center Welcomes



We look forward to assisting you with all of your food and beverage needs during your event. We offer a unique blend of traditional and upscale food and beverage services.

Allow us to create an extraordinary catering experience in your booth!

Please contact Mary Forney at 619-525-5818

or email: [mary.forney@visitsandiego.com](mailto:mary.forney@visitsandiego.com)

## **AVOID LATE ORDER FEES:**

Ordering Deadline Date is

**FRIDAY MAY 26, 2023**

*Exhibitors who will be providing food and beverage/hospitality in their booth must order, at their own expense, porter service. Porter service is provided exclusively by the San Diego Convention Center.*

## **EXCLUSIVITY**

Centerplate Catering holds the exclusive contract for food and beverage at the San Diego Convention Center. **NO OUTSIDE FOOD & BEVERAGE IS PERMITTED.**

This includes bottled water and displays of candy. Centerplate reserves the right to assess a corkage fee for exceptions to our policies. Please review our food and beverage policy stating our guidelines and contact the catering department for further information.



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## BEVERAGES

### COFFEE SERVICE

**FRESHLY BREWED COFFEE\* (gallon)** 75.00

Freshly Brewed Coffee, Decaffeinated Coffee or Hot Teas  
Served with Non Dairy Creamer, and Assorted Sweeteners

**FRESHLY BREWED STARBUCKS COFFEE\* (gallon)** 80.00

Freshly Brewed Coffee, Decaffeinated Coffee or Selection of Tazo Teas  
Served with Non Dairy Creamer ½ and ½ Skim Milk and Assorted Sweeteners

*\*Includes Cups, Creamers, Sugar, Artificial Sweeteners, Stirrers and Napkins*

*\*Price per Gallon, 3-gallon minimum required..*

### BEVERAGE SERVICE

**ASSORTED CANNED PEPSI SODA\*** 108.00

**AQUAFINA BOTTLED SPRING WATER\*** 108.00

**BOTTLED SPARKLING WATER\*** 120.00

**ASSORTED SPARKLING BUBLY WATER\*** 108.00

**ASSORTED BOTTLED FRUIT JUICES\*** 138.00

**ASSORTED GATORADE\* (20 oz.)** 186.00

**STARBUCKS BOTTLED FRAPUCCINO\*\*** 126.00

**ICED TEA\*\*\*** 55.00

**LEMONADE\*\*\*** 60.00

**ASSORTED JUICES\*\*\*** 68.00

Orange, Cranberry, or Grapefruit

- (24) Beverages per case, (1) Case Minimum Required
- \*\* (12) Beverages per case (1) Case Minimum Required
- \*\*\* Price per gallon, (3) Gallon Minimum Required

**A 30.00++ delivery fee will be applied to all above orders.**



## BEVERAGES CONTINUED...

### CQ INFUSED HYDRATION STATION

#### INFUSED SPA WATERS\* (3 gallon)

210.00

Choice of flavors: Strawberry, Lemon, Red Raspberry, Peach, Mango or Red Raspberry Pomegranate infused with seasonal Fresh Fruit

#### INFUSED ICED TEA\* (3 gallon)

265.00

Choice of flavors: Red Raspberry, Red Raspberry Pomegranate, Peach, Mango or Passion Fruit infused with seasonal Fresh Fruit

#### INFUSED LEMONADE\* (3 gallon)

265.00

Red Raspberry, Red Raspberry Pomegranate or Strawberry infused with seasonal Fresh Fruit

*\*Delivered in a 3 gallon decorative infusion jar, includes disposable cups and napkins.  
Exhibitor to provide: Table or counter*

**ICE (Price Per 40 Pounds).**

**35.00**

**A 30.00++ delivery fee will be applied to all above orders.**



## BEVERAGES CONTINUED...

### CQ INFUSED HYDRATION STATION

#### INFUSED SPA WATERS\* (3 gallon)

210.00

Choice of flavors: Strawberry, Lemon, Red Raspberry, Peach, Mango or Red Raspberry Pomegranate infused with seasonal Fresh Fruit

#### INFUSED ICED TEA\* (3 gallon)

265.00

Choice of flavors: Red Raspberry, Red Raspberry Pomegranate, Peach, Mango or Passion Fruit infused with seasonal Fresh Fruit

#### INFUSED LEMONADE\* (3 gallon)

265.00

Red Raspberry, Red Raspberry Pomegranate or Strawberry infused with seasonal Fresh Fruit

*\*Delivered in a 3 gallon decorative infusion jar, includes disposable cups and napkins.  
Exhibitor to provide: Table or counter*

### WATER SERVICE

#### WATER DISPENSER

140.00

3 day rental, cups included.

Client must have a space that has (1) regular wall socket available for electrical power. Requires 100 volt, 15 amp electrical service.

#### (3) GALLON JUG OF WATER

40.00

**A 30.00++ delivery fee will be applied to all above orders.**

## BREAKFAST | BAKERY

### **BREAKFAST** (25 person minimum required)

#### **CONTINENTAL BREAKFAST**

23.00

Assorted Fruit Juices

Freshly Baked Breakfast Pastries and Muffins

Freshly Brewed Coffee, Decaffeinated Coffee and Hot Tea

### **BREAKFAST ENHANCEMENT** (Not offered a la carte)

#### **ENGLISH MUFFIN BREAKFAST SANDWICH**

7.75

Eggs, Ham, and Jack Cheese

### **FROM THE BAKERY** Price per dozen; (3) dozen minimum required

ASSORTED DANISH 57.00

ASSORTED MUFFINS 53.50

ASSORTED DONUTS 53.75

CHURRO DONUTS 57.00

ASSORTED CHOCOLATE DIPPED BISCOTTI 50.00

ASSORTED SCONES 56.00

ASSORTED BAGELS WITH CREAM CHEESE 65.00

FRESHLY BAKED COOKIES 45.50

FRESHLY BAKED BROWNIES 49.00

GOURMET CUPCAKES 78.00

CENTERPLATE SIGNATURE CHOCOLATE DIPPED CRANBERRY MACAROONS 50.00

CHOCOLATE DIPPED STRAWBERRIES 53.00

### **SHEET CAKES**

(Choice of fruit or cream filling – Includes disposable cake knife, plates, forks and napkins)

FULL SHEET CAKE\* (80 SLICES) 550.00

HALF SHEET CAKE\* (40 SLICES) 285.00

*\*Custom Artwork available starting at 200.00++; pricing may vary depending on intricacy of logo/design.  
Contact your Catering Sales Manager for more information.*

**A 30.00++ delivery fee will be applied to all above orders.**



## FROM THE PANTRY

IMPORTED AND DOMESTIC CHEESE DISPLAY WITH CRACKERS (Serves 20 guests)	200.00
Garnished with Seasonal Fruit, Sliced Baguettes and Assorted Crackers	
FRESH VEGETABLE CRUDITÉ (Serves 20 guests)	190.00
Creamy Avocado Dip and Spicy Tomato Ranch Dip	
SLICED FRESH FRUIT (Serves 20 guests)	165.00
WHOLE FRESH FRUIT (Serves 20 guests)	65.00
POTATO CHIPS AND DIP (Serves 20 guests)	165.00
TORTILLA CHIPS WITH HOUSE MADE SALSA (Serves 20 guests)	135.00
MIXED NUTS (2 pounds)	102.00
TRADITIONAL SNACK MIX (2 pounds)	56.50
MINTS (2 pounds)	56.00
PRETZEL TWISTS (2 pounds)	48.50
GRANOLA BARS (24 individual bars)	96.00
ASSORTED INDIVIDUAL BAGS OF CHIPS	3.25

A 30.00++ delivery fee will be applied to all above orders.



## LUNCHEONS

### TRADITIONAL BOX LUNCH

31.25

#### SELECTION OF SANDWICH ON A FRENCH BAGUETTE:

- Turkey and Swiss Cheese
- Roast Beef and Cheddar Cheese
- Ham and Cheddar Cheese
- Roasted Tomato Hummus, Cucumber, Shredded Carrot, and Green Leaf

Individual Bag of Potato Chips

Gourmet Chocolate Chip Cookie

Assorted Canned Soft Drink

### GOURMET WRAP BOX LUNCH

#### SELECTION OF GOURMET WRAP:

- Southwest Roast Beef Wrap with Romaine, Roasted Corn and Red Peppers, Pepper Jack, and Jalapeno Ranch in Sundried Tomato Tortilla
- Turkey Pesto Wrap with Crisp Romaine, Pesto Aioli and Parmesan in Natural Tortilla
- Greek Wrap with Romaine, Feta, Kalamata Olives, Pepperoncini and Diced Red Pepper with Greek Dressing in Spinach Tortilla

Gourmet Potato Chips

Gourmet Chocolate Chip Cookie

Assorted Canned Soft Drink

33.00

### GOURMET SALAD BOX LUNCH

#### SELECTION OF GOURMET SALAD:

- Pear Gorgonzola Salad with Craisins, Candied Pecans, and Balsamic Vinaigrette
- Grilled Chicken Caesar Salad with Parmesan, Caesar Dressing and Croutons

Gourmet Kettle Chips

Gourmet Brownie

Assorted Canned Soft Drink

29.75

**A 30.00++ delivery fee will be applied to all above orders.**





## LUNCHEONS CONTINUED...

### LUNCHEON SANDWICHES

#### ITALIAN SUBMARINE SANDWICH (serves 10)

Salami, Mortadella, Cappelletti, Provolone Cheese, Lettuce and Tomato  
On a 2-Foot Loaf of Crusty French Bread  
Italian Dressing or Mustard and Mayonnaise

128.00

#### ALL AMERICAN SANDWICH PLATTER (serves 20)

An assortment of Traditional American Meats and Cheeses to include  
Roast Beef, Ham, Turkey, Swiss and American Cheeses  
Lettuce, Tomato and your Choice of Mustard or Mayonnaise

275.00

#### PLATTER OF ASSORTED MINI-SANDWICHES

40 Mini-Sandwiches to include:  
Turkey, Roast Beef, Ham and Vegetarian

275.00

### LUNCHEON SIDE SALADS (Each bowl serves 20 guests)

#### GARDEN SALAD

Mixed Field Greens, Tomatoes, Carrot Curls and Cucumbers  
Choice of Ranch, Italian or Bleu Cheese Dressings  
Served with Hearth Baked Rolls and Butter

143.00

#### CHICKEN CAESAR SALAD

Crisp Romaine Lettuce, Sliced Breast of Chicken and Garlic Croutons  
Traditional Caesar Dressing  
Served with Hearth Baked Rolls and Butter

160.00

#### MEDITERRANEAN SALAD

Mixed Field Greens, Slices of Grilled Marinated Breast of Chicken,  
Grilled and Marinated Vegetables, Feta Cheese, Vine Ripe Tomatoes,  
Kalamata Olives  
Lemon Herb Vinaigrette  
Served with Hearth Baked Rolls and Butter

175.00

A 30.00++ delivery fee will be applied to all above orders.



## RECEPTION

### COLD HORS D'OEUVRES

*Prices below are per dozen / 2 dozen minimum per selection*

CHIMICHURRI SHRIMP SKEWER	83.50
WILD MUSHROOM BAGUETTE	71.50
AHI POKE With Wakami Salad, Tobiko and a Wonton Chip	81.00
CURRY CHICKEN IN PLANTAIN CUPS	75.00
ANTIPASTO SKEWER with Artichoke, Tomato, Kalamata Olive and Mozzarella	83.50
BRIE & PEAR ON CROSTINI	90.00

### HOT HORS D'OEUVRES

*Prices below are per dozen / 2 dozen minimum per selection*

DATE STUFFED WITH BLUE CHEESE WRAPPED IN BACON with Green Onion and Teriyaki Glaze	81.00
MEDITERRANEAN CHICKEN KABOB with Figs and Roasted Tomatoes	90.00
COCONUT CRUSTED SHRIMP with Ginger Sweet Chile	\$75.00
ORANGE CHICKEN SPRING ROLL Plum Sauce	81.00
TANDOORI CHICKEN BROCHETTE	78.00
BARBACOA BEEF MINI FLOUR TACO Cilantro Cream Fraiche	81.00
ARTICHOKE AND PARMESAN FRITTER Roasted fennel and Caramelized Shallot Crème	81.00

**A 30.00++ delivery fee will be applied to all above orders.**



## STATIONS

### DESSERT STATIONS

*20 guest minimum required per order*

#### CHEESECAKE BITES STATION

17.00

New York Cheesecake Squares  
Vanilla Bean and Scented Strawberry Compotes  
Chocolate Fondue, Hazelnut Caramel Sauces  
Toasted Almonds, Coconut and Whipped Cream

**Client to Supply:**

**4x6 workspace · Minimum of (1) – (6) ft table · Trash Removal · Clean Up**

#### PETIT PATISSERIE STATION

18.50

A gourmet selection of Miniature French Pastries, Petit Fours,  
Mini Tartlets, Chocolate Truffles and Chocolate Dipped Strawberries

**Client to Supply:**

**4x6 workspace · Minimum of (1) – (6) ft table · Trash Removal · Clean Up**

**A 30.00++ delivery fee will be applied to all above orders.**

### ACTION STATIONS

*Minimum guarantee per day will apply, plus a one-time set-up fee of 100.00++*

#### ICE CREAM NOVELTY CART

825.00

(1) Ice Cream Cart

Standard Cart to include: (150) Assorted Ice Cream Novelties  
(Assorted Ice Cream Novelties)

Additional Ice Cream Novelties @ 5.50++ each

Should you desire an experienced Booth Attendant to distribute the product,  
a 40.00++ per hour/four hour minimum labor fee will apply.

**Client to Supply:**

**110 volt single phase (15) amp · 4x4 work space · Trash Removal · Clean Up**

#### PREMIUM DOVE ICE CREAM CART

850.00

(1) Ice Cream Cart

Standard Cart to include: (100) Dove Ice Cream Novelties  
(Assorted Dove Ice Cream Novelties)

Additional Ice Cream Novelties @ 8.50++ each

Should you desire an experienced Booth Attendant to distribute the product,  
a 40.00++ per hour/four hour minimum labor fee will apply.

**Client to Supply:**

**110 volt single phase (15) amp · 4x4 work space · Trash Removal · Clean Up**

**A 30.00++ delivery fee will be applied to all above orders.**



## STATIONS CONTINUED...

### ACTION STATIONS CONTINUED...

*Minimum guarantee per day will apply, plus a one-time set-up fee of 100.00++*

#### GOURMET SOFT PRETZEL STATION

575.00

To Include: (96) Freshly Baked Gourmet Soft Pretzels  
served with your choice of Nacho Cheese or Traditional Yellow Mustard  
Heated Pretzel display Case, Napkins and Appropriate Supplies

Additional Pretzels @ 6.00++ each

A Booth Attendant is required. A 40.00++ per hour/(4) hour minimum labor fee will apply

***Client to Supply: 110 volt single phase (15) amp · 4x4 work space · Minimum of one (6) ft table · Trash Removal · Clean Up***

#### FRESH BAKED GOURMET CHOCOLATE CHIP COOKIE STATION

810.00

Featuring David's Premium Gourmet Chocolate Chip Cookies

To Include: (213) Chocolate Chip Cookies\*, Oven, Napkins and Appropriate Supplies

Additional Cookies @ 3.80++ each

A Booth Attendant is required to bake and distribute the product to your guests.

A 40.00++ per hour/(4) hour minimum labor fee will apply.

\*A portion of the cookies will be pre-baked and delivered to your booth on trays.

***Client to Supply: 120 volt single phase (10.9) amp · 4x4 work space · Minimum of one (6) ft table · Trash Removal · Clean Up***

**A 30.00++ delivery fee will be applied to all above orders.**





## STATIONS CONTINUED...

### ACTION STATIONS CONTINUED...

*Minimum guarantee per day will apply, plus a one-time set-up fee of 100.00++*

#### LAVAZZA CAPPUCCINO SERVICE

1,200.00

To Include: Lavazza Espresso Pods, Cups, Napkins, Stirrers, Sugar and Creamer

(150) Cups of Cappuccino, Latte or Espresso

Additional cups of Cappuccino, Latte or Espresso @ 6.50++ each

(1) Experienced Barista, for a maximum of (4) hours.

Should you desire service for a longer period of time; a 40.00++ per hour labor fee will apply.

Minimum guarantee of 1,200.00 per day will apply, plus a one-time set up fee of 100.00++.

***Client to Supply: (6) ft table or counter, (2) dedicated circuits of 120v-60hz, (20) amp power · Trash Removal · Clean Up***

**Please note: Cappuccino equipment available on a limited basis**

#### STARBUCKS SHAKEN TEA STATION

960.00

To Include: (160) 12 oz. Cups of Tazo Iced Black Tea or Tazo Iced Passion Tea,

handcrafted using a martini style shaker, Starbucks Logo Cups, Napkins and

Appropriate Supplies

Additional Cups of Tea @ 6.00++ each

Minimum guarantee of 960.00 per day will apply, plus a one-time set-up fee of 100.00++.

(2) Booth Attendants Required.

\*An additional Booth Runner may be required depending on volume.

A 40.00++ per hour/(4) hour minimum labor fee will apply for each attendant.

***Client to Supply: 4x4 work space and storage area · Minimum of one (6) ft table  
Trash Removal · Clean Up***

**A 30.00++ delivery fee will be applied to all above orders.**

## BOOTH CATERING ALCOHOL SALES INFORMATION

*All alcohol sales and consumption in the San Diego Convention Center are regulated by the California. Alcoholic Beverage Control and Centerplate is responsible for the administration of these regulations. No alcoholic beverages are allowed to be served by anyone other than San Diego Convention Center Food and Beverage Department Bartenders. Centerplate prohibits exhibitors and event participants from removing alcohol from the San Diego Convention Center.*

### DELUXE HOUSE WINE (bottle)

Canyon Road Chardonnay	35.00
Frontera Cabernet Sauvignon	

### PREMIUM HOUSE WINE (bottle)

Bonterra - Chardonnay	40.00
Los Vascos- Cabernet Sauvignon	40.00

### DOMESTIC BEER (case)

Budweiser, Miller Lite, O'Doul's Amber (non-alcoholic)	156.00
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### IMPORT BEER (case)

Hieneken, Corona	198.00
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### LOCAL CRAFT BEER (case)

Karl Strauss - Red Trolley	198.00
Stone – Delicious IPA (Gluten Reduced)	
Abnormal Boss Pour	

### SPARKLING WINE - CHAMPAGNE (bottle)

William Wycliff, California	40.00
LaMarca Prosecco, Veneto, Italy	45.00
Nicolas Feuillatte Brut, Champagne, France	70.00
Martinelli's Sparkling Apple Cider (non-alcoholic)	30.00

*A Bartender is required to distribute all alcoholic beverages.*

*A 50.00++ per hour/(4) hour minimum labor fee will apply, plus a one time set up fee of 100.00++.*

**Client to Supply: 4x4 work space · Trash Removal · Clean Up**



## SPECIALTY BARS



### SOUTH OF THE BORDER MARGARITA BAR

To Include: (130) Margaritas on the Rocks

1,205.50

Additional Margaritas @ 9.25++ each

Minimum guarantee of 1,205.50 per day will apply, plus a one-time set-up fee of 100.00++.

A Bartender is required to mix and distribute the beverages.

A 50.00++ per hour/(4) hour minimum labor fee will apply for each bartender.

**Client to Supply: 8x8 work space • Trash Removal • Clean Up**

### MARTINI BAR

1,205.50

To Include: (130) Martinis

Choice of Traditional, Cosmopolitan, Blue Hawaiian or Appletini

Additional Martinis @ 9.25++ each

Minimum guarantee of 1,205.50 per day will apply, plus a one-time set-up fee of 100.00++.

A Bartender is required to mix and distribute the beverages.

A 50.00++ per hour/(4) hour minimum labor fee will apply for each bartender.

**Client to Supply: 8x8 work space • Trash Removal • Clean Up**

### CRAFT COCKTAILS

1,230.00

To Include: (120) Cocktails

Additional Cocktails @ 10.25++ each

Choose (1):

**FINEST CITY FIZZ:** Pineapple Vodka, Grapefruit Juice and Club Soda Garnished with a Lime Wedge

**THE GASLAMP:** Tequila, Lime Juice and Grapefruit Juice, Topped with Club Soda Garnished with Salt and Grapefruit

**BAY BREEZE:** Rum, Pineapple Juice, Cranberry Juice and Lime Juice Garnished with a Lime Wedge

Minimum guarantee of 1,230.00 per day will apply, plus a one-time set-up fee of 100.00++.

A Bartender is required to mix and distribute the beverages.

A 50.00++ per hour/(4) hour minimum labor fee will apply for each bartender.

**Client to Supply: 8x8 work space • Trash Removal • Clean Up**

*A Bartender is required to distribute all alcoholic beverages.*

*A 50.00++ per hour/(4) hour minimum labor fee will apply, plus a one time set up fee of 100.00++.*

**Client to Supply: 4x4 work space • Trash Removal • Clean Up**

## GENERAL INFORMATION

Thank you for taking the time to familiarize yourself with our policies.

### POLICIES

- All food and beverage items in the Exhibit Halls must be purchased through the Food and Beverage Department. **THIS INCLUDES BOTTLED WATER.**
- Exhibitor Booth Catering **DOES NOT** supply tables or electrical for your booth. You **MUST** order through your service contractor. All exhibitors are required to order porter service (trash removal) for food and beverage activity in the booth.
- All food and beverage orders require full payment in advance. We accept American Express, MasterCard, VISA or Company Check. Please make checks payable to Centerplate.
- Initial order, as well as additional services ordered on site, will be billed to the customer's credit card.
- A 22% service charge will apply to all food, beverage and labor charges. Current state and local sales taxes apply to all food, beverage, labor charges, equipment rentals and service charges, and are subject to applicable tax laws and regulations.
- Disposable service ware is used on all food and beverage functions on the Exhibit floor.
- A 30.00++ "Trip Charge" will apply for each food and beverage delivery.
- It is required that a SDCCC Bartender dispense all alcoholic beverages.
- Menu items and prices are subject to change without notice.
- To ensure availability of menu items, we encourage you to place your order 14 days prior to your scheduled event

### CANCELLATION POLICY

- Full charges will be applied to cancellation of any menu items received within (72) hours, (3 business days), prior to delivery.

### STAFFING

BOOTH ATTENDANT*	40.00 PER HOUR
BARTENDER*	50.00 PER HOUR
CHEF*	75.00 PER HOUR
DELIVERY FEE	30.00 PER TRIP

\* Requires a 4 hr. minimum

#### **EXHIBITOR BOOTH CATERING DOES NOT SUPPLY TABLES FOR YOUR BOOTH. YOU MUST ORDER THESE THROUGH YOUR SERVICE CONTRACTOR.**

Please be advised that all food and beverage items in the exhibit halls must be purchased through the booth catering department –this includes bottled water.

To ensure availability of menu items, we encourage you to place your order 14 days prior to your scheduled event

A 30.00++ delivery fee will be applied to all orders.



## ADDING YOUR CREDIT CARD INFORMATION TO OUR SYSTEM

VISIT OUR WEBSITE:

[San Diego Convention Center Express Catering  
\(ezplanit.com\)](https://ezplanit.com)

- Complete all fields, including a mobile number for the person onsite and select [Register Account](#)
- Enter payment info by clicking [Hi "First Name"](#) (upper right-hand corner)
- Select [Add New Card](#) and enter card info, and click [Save](#)
- You are all set! You can manage your card or add another as needed.

**\*Confirm with your catering manager that you have added your information once complete.**

# BOOTH CATERING | ORDER FORM

Centerplate holds the exclusive rights to all food and beverage within the San Diego Convention Center. This exclusive agreement prohibits exhibitors or other event participants from bring food or beverage into the San Diego Convention Center without the written approval of Centerplate - this includes bottled water.

**INSTRUCTION NOTE: Fill in and submit both the order form and the credit card authorization form completely to process your order.**

Company Name: \_\_\_\_\_  
 Billing Address: \_\_\_\_\_  
 City: \_\_\_\_\_ State: \_\_\_\_\_  
 Zip: \_\_\_\_\_  
 Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ Email: \_\_\_\_\_  
 Booth #: \_\_\_\_\_ Event : \_\_\_\_\_  
 Representative: \_\_\_\_\_ Title: \_\_\_\_\_  
 On-Site Contact: \_\_\_\_\_ On-Site Cell #: \_\_\_\_\_

## MENU ITEMS · SUPPLIES · EQUIPMENT

DELIVERY DATE	DELIVERY TIME	QTY	DESCRIPTION	UNIT PRICE	TOTAL PRICE

## DELIVERY FEE · BOOTH STAFF · BARTENDER KITCHEN LABOR

START TIME	END TIME	QTY	DESCRIPTION	UNIT PRICE	TOTAL PRICE

COMMENTS:

SUBTOTAL

22% SERVICE CHARGE

SUBTOTAL WITH SERVICE CHARGE

7.75% CA STATE TAX

TOTAL ESTIMATED CHARGES

**Exhibitors who will be providing food and beverage/hospitality in their booth must order at their own expense, porter service. Porter Service is exclusively provided by the San Diego Convention Center.**

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

Exhibitor Name: \_\_\_\_\_

On-Site Contact: \_\_\_\_\_ On-Site Cell #: \_\_\_\_\_

**ONE OPTION BELOW MUST BE SELECTED:**

- ☐ Company Check used for total charges on initial catering contract. Credit Card to be used for additional items ordered on site.  
☐ Credit Card to be used for all charges Pre-Ordered for the show and additional items Ordered On-Site.

Omit the last 4 digits of card. Call +(619) 525.5818 to provide complete Credit card #

M/C : \_\_\_\_\_ XXXX Visa: \_\_\_\_\_ XXXX or AMEX: \_\_\_\_\_ XXXX

Cardholder's Name: \_\_\_\_\_ Exp. Date: \_\_\_\_\_

CID #: \_\_\_\_\_

- ☐ Check this box if billing address for this credit card is the same as Address listed on page (1)

**If the address is different, please fill in the information below for the credit card**

Street Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

**BY SIGNING BELOW, CUSTOMER AGREES TO PAY TOTAL CHARGES AS SPECIFIED ON THE CATERING CONTRACT AS WELL AS ANY APPLICABLE CHARGES FOR ADDITIONAL ITEMS ORDERED ON-SITE. CENTERPLATE WILL USE THIS AUTHORIZATION FOR ANY ADDITIONAL CHARGES INCURRED AS A RESULT OF ON-SITE ORDERS PLACED BY YOUR REPRESENTATIVE(S).**

AUTHORIZED SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

Once the above information has been completed, a Banquet Event Order (BEO) and Catering Contract will be processed. **Pre-Payment is required.** Payment arrangements can be made either by company check or credit card. Last page of this form is a fax cover page for your convenience.

**PLEASE RETURN ORDER TO:****Mary Forney at [mary.forney@visitsandiego.com](mailto:mary.forney@visitsandiego.com)****PHONE (619) 525-5818**

**BOOTH ORDER FORM AND CREDIT CARD AUTHORIZATION MUST BE COMPLETED AND RETURNED TOGETHER FOR YOUR ORDER TO BE PROCESSED.**



## BOOTH CATERING DEPARTMENT

### EXHIBIT BOOTH

### FOOD & BEVERAGE POLICY

CENTERPLATE holds the exclusive rights to all food and beverage within the San Diego Convention Center. This exclusive agreement prohibits exhibitors or other event participants from bringing food, beverage or alcohol into the San Diego Convention Center without the written approval of CENTERPLATE; **this includes private labeled bottled water**. Exhibitors are not permitted to sell food or beverage in the San Diego Convention Center.

#### BOOTH SAMPLING:

Exhibitor/event participant must be the manufacturer or manufacturer's representative of the product to be sampled.

- ◆ Product must be germane to the show/event.
- ◆ Food samples are restricted to: 2oz portion.
- ◆ Beverage samples are restricted to: 4oz fluid portion.

If the exhibitor/event participant meets the above criteria, simply submit the Booth Sampling/Waiver Authorization form for approval. Your request will be processed and written approval will be sent to you. Food and beverage marketing/sampling activities must be conducted within the confines of the exhibitor's booth space.

If you are a manufacturer or manufacturers' representative and wish to **exceed** the sample size requirements, submit the Booth Sampling/Waiver Authorization form. Your request will be processed and a written decision will be sent to you, along with a contract for the applicable waiver fee.

#### BOOTH WAIVER :

Exhibitors/event participants utilizing "traffic builders" (i.e. bottled water, coffee, smoothies, full sized candy bars, etc.) that compete with food or beverage provided by Centerplate must submit the Booth Sampling/Waiver Authorization form. Your request will be processed and a written decision will be sent to you, along with the applicable corkage fees due.

#### ALCOHOLIC BEVERAGES:

All alcohol sales and consumption in the San Diego Convention Center are regulated by the California Alcoholic Beverage Control and Centerplate is responsible for the administration of these regulations. Centerplate prohibits exhibitors and event participants from bringing in or removing alcohol from the San Diego Convention Center. No alcoholic beverages are allowed to be served by anyone other than San Diego Convention Center Food and Beverage Department Bartenders.

ALL THE AFOREMENTIONED POLICIES WILL BE STRICTLY ADMINISTERED. ANY VIOLATION OF THESE WILL RESULT IN THE REMOVAL OF PRODUCT FROM THE SHOW FLOOR.



## BOOTH SAMPLING/WAIVER AUTHORIZATION FORM

Event Name \_\_\_\_\_ Date(s) \_\_\_\_\_

### **EXHIBITOR/EVENT PARTICIPANT**

On-Site Cell # \_\_\_\_\_

Name \_\_\_\_\_ Contact \_\_\_\_\_

Email Address \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone \_\_\_\_\_ Fax \_\_\_\_\_

Booth # \_\_\_\_\_

Item(s) and portions to be distributed \_\_\_\_\_

Quantity to be distributed \_\_\_\_\_

Purpose \_\_\_\_\_

Approved: \_\_\_\_\_

Date \_\_\_\_\_

Booth Catering Manager/F&B Department

Corkage/Waiver fees that apply to this approval: \_\_\_\_\_

### **Sampling Support Services**

Please contact us at (619) 525-5818, no later than 21 days prior to your event to order Kitchen Prep Time, Equipment, Storage, Staffing, Ice, Bottled Water or other support services required for your sample distribution

***Please email this form no later than 21 days prior to your event:***

**San Diego Convention Center**

*Food & Beverage Department*

111 West Harbor Drive

San Diego, Ca 92101

Phone: 619-525-5818

Email: [mary.forney@visitsandiego.com](mailto:mary.forney@visitsandiego.com)

SAN DIEGO  
convention center





Food & Beverage Department  
111 W. Harbor Drive  
San Diego, CA 92101  
619.525.5800  
[visitsandiego.com](http://visitsandiego.com)