



KVMA presents the

## Mid-America Veterinary Conference



#### **EXHIBITOR'S PROSPECTUS**

SEPT. 13-15, 2024

Central Bank Center • Lexington, KY

Dear Exhibitors.

The 51<sup>st</sup> Mid-America Conference and the 113<sup>th</sup> Kentucky Veterinary Medical Association (KVMA) Annual Meeting is fast approaching. We are excited to announce the conference will take place in picturesque Lexington, Kentucky, at the newly renovated Central Bank Center from September 13 - 15.

As always, we have a full line-up of experts in the fields of Small Animal, Food Animal, Equine, Wellness, and One Health, as well as in our popular Veterinary Technician tract. For our Practice Management tract, we have assembled business analysts, bankers, and financial advisors focused on providing financially sound advice to new veterinarians wanting to purchase an established practice or wanting to start their own practice. Additional information will be geared toward senior veterinarians looking to pass on their legacy and secure their retirement.

It's no secret that the work force shortage, particularly in rural and large animal medicine, is a primary focus of the KVMA this year. As part of our focus to draw members to these less-populated areas, support their development and inspire the next generation of veterinarians, we plan to tour the Blue Grass Stockyards wonderful facility.

The Central Bank Center is beautiful and will provide you with a wonderful exhibit hall experience. This year we will continue to host the luncheons in the exhibit hall to provide vendors with additional opportunities to interact with attendees. Between downtown Lexington's walkable attractions, the Keeneland Fall race meet and a University of Kentucky home football game, the opportunities to entertain abound.

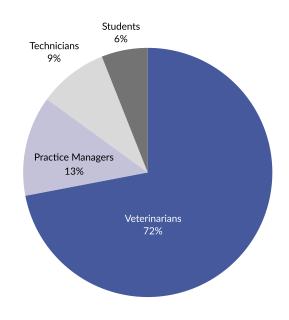
Thank you for your continued support of the KVMA! The conference is not possible without the support of our wonderful exhibitors. Industry support and the relationships built through education and camaraderie are crucial to our continued success!

Best regards,

Wade King, DVM KVMA President-Elect KVMA Planning Chair

# Welcome Exhibitors!

The KVMA Mid-America Veterinary Conference is one of the premier CE events for Kentucky and Midwest veterinarians, veterinary technicians, students and practice managers – drawing over 500 attendees each year.



In 2023 the KVMA Mid-America Conference hosted attendees from **17 states**.



#### HOTEL

#### Please note that reservations need to be confirmed no later than August 13, 2024.

The convention will be held at The Hilton Downtown in Lexington, Kentucky. A block of rooms has been held in the KVMA's name. Hotel reservations can be made by contacting the hotel directly at 859-231-9000 and referencing the KVMA Mid-America Conference or by using this link.

#### REGISTRATION

Exhibitor badges will be provided for each company representative and may be picked up at the main registration desk. Badges are required for admittance to exhibit area.

#### **SPECIAL EVENTS**

#### Friday, September 13:

Cocktail party 5:30 - 7 p.m.





#### **SCHEDULE**

#### **Thursday, September 12**

4 – 6 p.m. Exhibitor check-in and set up

#### Friday, September 13

7:00 – 8:30 a.m. Exhibitor Set Up 8:50 – 9:10 a.m. Attendee Break 11:15 – 11:30 a.m. Attendee Break 12:20 – 1:50 p.m. Box Luncheon 2:40 – 3:10 p.m. Attendee Break

4:00 – 4:30 p.m. Attendee Break with Snacks

#### Saturday, September 14

8:30 a.m. Exhibit Hall Open 9:50 – 9:05 a.m. Attendee Break 11:15 – 11:30 a.m. Attendee Break

12:20 - 1:50 p.m. Awards Banquet Luncheon

2:40 - 3:10 p.m. Attendee Break

4:00 - 4:30 p.m. Attendee Break with Snacks

4:45 p.m. Exhibit Hall Tear Down

#### **Sunday, September 15**

No Exhibits

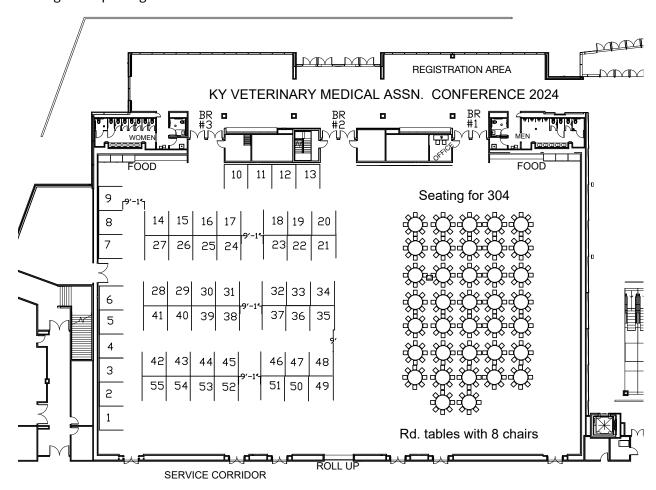
#### **ABOUT YOUR BOOTH**

All booths are  $10' \times 10'$  with drapes. Includes: Booth sign, 6-foot draped table, two chairs and a wastebasket.

#### Includes:

- Registration for representatives
- Access to special events
- Mailing list of pre-registrants

# BOOTH RATES Booth Type \$ Standard Booth \$1,000 Double Booth \$1,800



#### **Assignment of Space:**

Booth assignment is based on, in order of priority: date of receipt of contract and payment, and proximity to competitive or conflicting organizations. Be sure to indicate your first, second, third and fourth choices.

#### Conference sponsors and corporate members will receive priority selection.

No space can be held without payment. Early reservations are encouraged. Confirmation of booth reservations will be made promptly. Booth numbers will be assigned in mid-August.

#### **Company Prizes:**

As an exhibiting company, you are encouraged to have a prize giveaway. If you would like to hold your own drawing, indicate this on your reservation form, and it will be noted on marketing materials.

## **Receive Priority Booth Selection**

You receive priority booth selection along with other valuable benefits when you add a sponsorship to your purchase of any exhibit space.



#### **Sponsorship Opportunities**

|  | Platinum<br>\$7,500           | Gold<br>\$5,000   | Silver<br>\$2,500 | Bronze<br><b>\$1,000</b> |
|--|-------------------------------|-------------------|-------------------|--------------------------|
| Complimentary Single Booth   | Yes                           | Yes               |                   |                          |
| Sponsor Board Logos with recognition   | Yes                           | Yes               | Yes               | Yes                      |
| Sponsorship recognition in the conference Proceedings                              | Yes                           | Yes               | Yes               | Yes                      |
| Complimentary list of all pre-registrations  | Yes                           | Yes               | Yes               | Yes                      |
| Sponsorship recognition in the conference program*                                 | Yes                           | Yes               | Yes               | Yes                      |
| Sponsorship ribbon on all company representative badges in exhibit booths          | Yes                           | Yes               | Yes               | Yes                      |
| Sponsor recognition on conference website  | Yes                           | Yes               | Yes               | Yes                      |
| Conference program advertising discount  | Complimentary<br>Full-Page Ad | 50% Off<br>Any Ad |                   |                          |
| Logo on conference emails  | Yes                           | Yes               |                   |                          |
| Complimentary ad in the quarterly print KVMA newsletter (sent to all KVMA members) | Full-Page                     | Half-Page         |                   |                          |

<sup>\*</sup>Sponsorship must be received by July 15, 2024

Our preference is to be located near the following

Note: Ads must be 300 dpi and provided in jpg or pdf format.

#### **Reservation Form**

| Information & Sponsorship Level  | companies:   |  |  |  |
|--|--|--|--|--|
| Company name   | Diago de <b>NOT</b> essign my beeth near the following   |  |  |  |
| Contact name   | Please do <b>NOT</b> assign my booth near the following companies:   |  |  |  |
| Position   |  |  |  |  |
| Mailing address  |  |  |  |  |
| City   |  |  |  |  |
| State Zip  |  |  |  |  |
| Phone  | Additional Sponsorship Opportunities   |  |  |  |
| Website  | Additional Sponsorship Opportunities   |  |  |  |
| Contact Email  | Smoother Smooney   |  |  |  |
| Send pre-convention information requests to (Email):   | Speaker Sporisor   |  |  |  |
|  | ☐ Please contact KVMA staff for available options  |  |  |  |
| Product description  | Lanyard Sponsor  |  |  |  |
| Booth sign to read   | □ \$1,500  Tate Per Services   |  |  |  |
| Our company would like to have its own giveaway:   | Tote Bag Sponsor   |  |  |  |
| ☐ Yes  | □ \$2,000  |  |  |  |
| _ No   | Friday Cocktail Party Event  |  |  |  |
|  | ☐ Exclusive Sponsor \$5,000  |  |  |  |
| Sponsorship Level  | ☐ Contributing Sponsor \$2,500   |  |  |  |
|  | Friday Box Lunch   |  |  |  |
| $\square$ Platinum $-$ \$7,500   | ☐ Exclusive Sponsor \$5,000  |  |  |  |
| ☐ <b>Gold</b> — \$5,000  | ☐ Contributing Sponsor \$2,500   |  |  |  |
| ☐ <b>Silver</b> — \$2,500  | Saturday Awards Lunch  |  |  |  |
| ☐ <b>Bronze</b> — \$1,000  | ☐ Exclusive Sponsor \$5,000  |  |  |  |
|  | ☐ Contributing Sponsor \$2,500  Coffee Stations in Exhibit Hall  |  |  |  |
| Booth Reservation  | Exclusive Sponsor \$3,000  |  |  |  |
|  | ·  |  |  |  |
| ☐ Standard Booth — \$1,000   | <ul> <li>□ Contributing Sponsor \$1,500</li> <li>□ Single Break \$500</li> <li>Snack Attack! Afternoon break snacks (Fri &amp; Sat)</li> </ul> |  |  |  |
| $\Box$ <b>Double Booth</b> $-$ \$1,800   |  |  |  |  |
| Please reserve Booth #at the Mid-  |  |  |  |  |
| America Veterinary Conference.   | ☐ Exclusive Sponsor \$3,000 ☐ Contributing Sponsor \$1,500   |  |  |  |
| If this booth is not available, our alternate choices are:   |  |  |  |  |
| 2nd:   | ☐ Single Break \$750  Conference Break \$750   |  |  |  |
| 3rd:   | Conference Program Ads (Black & White only)  |  |  |  |
| 4th:   | ☐ Full-page \$350 (7.5h x 10w)   |  |  |  |
| Booth many many tradition in the Colon Colon Colon   | ☐ Half-page \$250 (7.5h x 5w)  |  |  |  |
| Booth space requests will be assigned on a first come, first served basis, with priority given to sponsors. We make every effort to ensure you | ☐ Quarter-page \$150 (3.5h x 4.75w)  |  |  |  |

with priority given to sponsors. We make every effort to ensure you receive your preferred booth. We reserve the right to assign or change

booths at our discretion. Booth numbers will be assigned in August and  $\,$ 

disseminated via email to contact address provided.

| Purchase Calculator   |                    |
|-----------------------|--------------------|
| Booth Space           | \$                 |
| Sponsorships          | \$<br>\$           |
| Friday Box Lunch      | Ψ                  |
| \$ 40 ×               | \$                 |
| Saturday Luncheon     | <u> </u>           |
| \$ 50 ×               | \$                 |
| TOTAL                 | \$                 |
| Payment Information   | n                  |
| □ Check               | □ Visa             |
| ☐ Mastercard          | ☐ American Express |
| Name on card          |                    |
| Card Number           |                    |
| Exp                   | CCV                |
| Billing Address       |                    |
| City                  |                    |
| State                 | Zip                |
|                       |                    |
| Signature             |                    |
| Submit Reservation    |                    |
| Jubiliit Nesel Vation |                    |

Online: Click <u>here</u> to complete the registration directly on the KVMA website.

In alternative, you can submit your completed application (both pages) by email or regular email.

Email: info@KVMA.org

Mail: KVMA

108 Consumer Lane

Frankfort, KY 40601

#### **Electrical Orders**

### Please note that an electrical outlet is NOT provided and will need to be pre-ordered by contacting Lexpo.

Need to order additional equipment or services like electricity, internet or furniture? Click <a href="here">here</a> scroll to the KVMA Mid-America event and click on the "Go to Store" button. You will be prompted to enter your booth number (enter "TBD" if you are waiting on a booth number assignment).

#### **Shipping Instructions**

Exhibitors will adhere to the following directions regarding their shipments:

- 1. All shipments must be prepaid. Collect shipments will not be accepted.
- 2. Shipments will only be accepted Monday through Friday between 8:30 a.m. and 4:00 p.m. EST.
- 3. All material should be shipped to arrive no later than one week prior to initial installation date.
- 4. All materials should be shipped to and picked up at the address below. Labels should include booth name and number. See below for example:

Lexpo Exposition Services
"Show Name, Business Name and Booth #"
430 W. Vine Street
Manchester Street Dock
Lexington, KY 40507

Any special services such as rental of furniture, signs or carpentry work and freight may be secured from our exhibit contractor, Lexpo Exposition Services. Orders can be placed using the link above.

All details should be arranged early to minimize confusion and charges for overtime labor.

#### **Contract Conditions**

#### 1. CONTRACT CONDITIONS:

The terms and conditions of these Official Regulations shall apply to and be in effect between The Kentucky Veterinary Medical Association and any exhibitor whose application is received and to whom booth space is rented. All points not covered are subject to the decision of The Kentucky Veterinary Medical Association whose word will be final.

#### 2. APPLICATIONS FOR EXHIBIT SPACE:

Applications by exhibitors shall be made on the official application only. Exhibit Management shall accept or reject each application received and will furnish additional information to each exhibitor whose application has been accepted. Booth space will be assigned by The Kentucky Veterinary Medical Association, guided by the requirements of the exhibitors and their choice of location wherever possible. However, Exhibit Management reserves the right to rearrange or renumber the floor plan and relocate any exhibit if it appears necessary for the general good of all exhibitors.

#### 3. RENTAL:

Booth price includes booth space, one booth identification sign per exhibitor, one draped 6-foot table, two chairs and one wastebasket. Any other services required by the exhibitor must be acquired from the appropriate service contractor and paid for by the exhibitor. Electric must be ordered from Lexpo Exposition Services.

This application for booth space must be signed by a duly authorized agent of the exhibitor and accompanied by payment as indicated in the deposit and payment policy. Failure to comply can result in loss of booth space. Returned checks will be assessed a \$25 service charge, and may result in loss of booth space. We agree to comply with all

contract conditions, rules and regulations governing the exhibit area. Any payment made shall not be refundable. Any exhibitor reserving a booth who fails to abide by the above payment schedule, or fails to occupy his space by the exposition's opening, shall forfeit all rights to the use of assigned space, and Exhibit Management reserves the right to dispose of such space with no refund to the exhibitor, in such a way as they may consider to be in the best interest of the exposition, without any liabilities to The Kentucky Veterinary Medical Association, the landlord or exhibitor services.

#### 4. EXHIBITOR SERVICE:

The Kentucky Veterinary Medical Association will select official suppliers for booth decorations, signs, electrical, drayage, exhibit erection and booth cleaning. After Exhibit Management receives your application for exhibit space, an exhibitors' information kit will be sent containing information pertinent to planning your exhibit. Order forms from the official suppliers will be included for all necessary services including drayage, electrical, furniture and carpet rentals.

#### 5. RESTRICTIONS IN OPERATION OF EXHIBITS:

- a. Alcohol: Possession, distribution and consumption of alcoholic beverages is prohibited except through CBC approved caterer, Levy/Hardwood & Oak. As stipulated by KRS Statute 243.036, the auction of any alcoholic beverage requires a temporary permit issued by Alcohol Beverage Control Board (ABC). The application process takes 30-45 days to complete. A permit must be presented in order for the item to be sold. For further details, please contact the ABC Board at 859.258.379
- **b. Noise Making Devices**: Exhibits which include the operation of musical instruments, radios, talking motion pictures, public address systems, or any noise making machines, must be conducted or arranged so that the noise resulting from the demonstration(s) will not annoy or disturb adjacent exhibitors.

- c. Decorations: All decorative materials displayed or installed in the Complex must be flame retardant in accordance with the Public Safety and Fire Regulations. Proof of satisfactory flame retardant treatment (certificate) is required and must be maintained within the specific exhibit area for inspection. The Complex does not allow anything to be taped, nailed, tacked or otherwise affixed to ceilings, painted surfaces, doors, glass, fire sprinklers, lecterns, columns, fabric or decorative walls. Items such as glitter, confetti, rice, birdseed, sand, dirt, moss and mulch are NOT permitted on any carpeted areas. The use or distribution of helium-filled balloons is prohibited. Balloons filled with air are permissible NOTE: Cleaning and/or removal of décor items such as confetti, glitter, streamers, etc. will incur additional charges.
- d. Fire Prevention: All booth decorations must be flame proof and all hangings must clear the floor. Electrical wiring must conform to the National Electrical Code Safety Rules. If inspections indicate that any exhibitor has neglected to comply with these regulations or otherwise incurs fire hazard, the right is reserved to cancel all or such part of his/her exhibit as may be irregular. City fire regulations must be observed. All fabrics, decorative or otherwise, must be flame-proofed in accordance with the fire prevention requirements of the City of Lexington, Kentucky.
- e. Safety Precautions: Exhibitors shall take all necessary precautions for the safety of their personnel, other exhibitors and all other persons upon the premises, and shall comply with all applicable provisions of federal, state and municipal safety laws, building codes and ordinances to prevent accidents or injuries.
- f. Maintenance Of Booth Space: Exhibitors shall keep their booth space clean and orderly at all times, and shall not engage in any activity which would unduly interfere with visitors or other exhibitors, or would be in violation of law, regulations or ordinances. A representative of the Retail or Wholesale Exhibitor shall be attending the booth while the Exposition is open to the public.

- g. Construction: In general, each exhibitor is entitled to a reasonable sightline from the aisle regardless of the size of his/her exhibit. Specific construction limitations will be included in the Exhibitor Service Kit.
- h. The Exhibitor agrees to produce his/her exhibit in dignified taste and in keeping with the reputation and image of The Kentucky Veterinary Medical Association.
- i. **Enforcement:** The Exhibitor agrees to comply strictly with the applicable terms and conditions contained in the agreements between the Landlord, the Sponsor, and Exhibit Management regarding the Exhibition premises. The Exhibit Management reserves the right to restrict exhibits which because of noise, method of operation, materials, or any other reason become objectionable, and also to prohibit or evict any exhibit which in the opinion of the Exhibit Management may detract from the general character of the exhibit as a whole. This reservation includes persons, things, conduct, printed matter, or anything of a character which the Exhibit Management determines is objectionable to the exhibit or does not conform to the standard of the Exposition. In the event of such restriction or eviction, the Exhibit Management is not liable for any refund or other exhibit expenses.
- j. No Assignment Or Subletting: Exhibitors shall not assign or sublet any space rented by them, nor shall they in any way represent, exhibit, solicit, demonstrate or advertise on behalf of any person or manufacturer, merchandise, equipment or services, unless such merchandise, equipment or services is sold, distributed or provided on a continuing basis by the Exhibitor.

#### 6. LIABILITY:

a. Statement Of Policy: The Exhibit Management,
Sponsor, Landlord and Exhibitor's Service, and their
officers and staff members, disclaim all liability for
damages or losses caused any Exhibitor by fire,
water, flood, windstorm, utility failures, rodents,
acts of vandalism, insurrection, civil disorder, strikes,
criminal acts, or theft. Exhibit Management will not
be responsible for any failure of electric or other

services. Exhibitors wishing to insure their goods must do so at their own expense. If unusual equipment is to be installed, or if appliances that may be subject to fire codes are to be used, the Exhibitor should communicate with the Kentucky Veterinary Medical Association for information concerning facilities or regulations. No Exhibitor shall allow any article or thing to be brought into, or any act to be done on the premises which will increase the premium on any policy or policies of insurance held by Exhibit Management, the Sponsor, the Landlord, or the Exhibitor's Services, or which may cause any such policy or policies of insurance to be canceled. And further, the Exhibitor shall at all times protect, indemnify, save and keep harmless the Exhibit Management, Sponsor, Landlord, and the Exhibitor's Service against any and all loss, cost, damage, liability, or expenses arising from or out of or by reason of any accident or other occurrence to anyone, including the Exhibitor, its agents, employees and invitees, which arises from or out of or by reason of said Exhibitor's occupancy and use of the Exhibition premises or a part thereof.

b. Pertaining To Theft And Losses: The Exhibit Management, Sponsor, Landlord and Exhibitor's Service and their officers and staff members will not be responsible for loss of equipment or damage to equipment.

(NOTE: Most loss or damage occurs within a 12-hour period immediately following the close of the show. It is highly recommended that all items of potential risk, including tools, be removed upon leaving the Exposition and that all displays be packed. The convention contractor will begin removing the drapes, tables, and other rental property immediately upon the close of the show. DO NOT DEPEND ON THESE ITEMS TO PROTECT OR CONCEAL YOUR EQUIPMENT AFTER THE CLOSE OF THE SHOW.)

 c. The Exhibitor agrees to protect, indemnify, save and keep harmless Exhibit Management, Sponsor, Landlord, and Exhibitor's Service against alteration or cancellation of any previously advertised event, or section of the show deemed necessary by the Exhibit Management, Sponsor, Landlord, or Exhibitor's Service for the overall success of the show.

#### 7. INTERPRETATION AND AMENDMENTS:

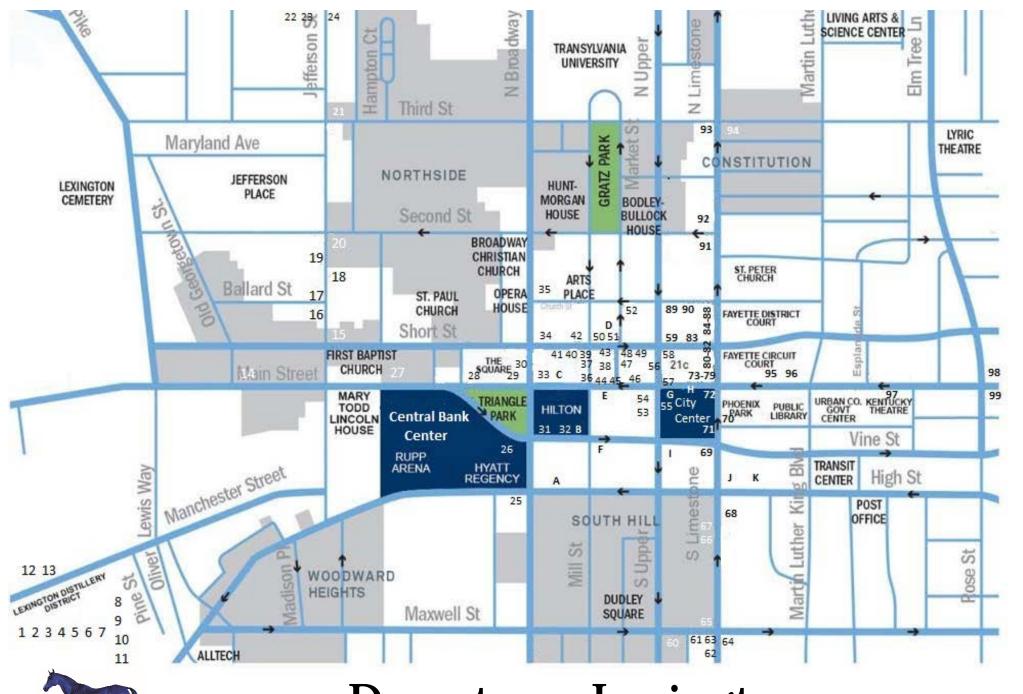
Exhibit Management shall have the full power to interpret and enforce all rules contained herein and the power to make amendments thereto and to enact such further rules and regulations as shall be considered necessary for the proper conduct of the Exhibition.

#### 8. CORRESPONDENCE:

All correspondence relative to exhibits should be directed to Debra Hamelback c/o Kentucky Veterinary Medical Association, 108 Consumer Lane, Frankfort, KY 40601 or by email at info@ kvma.org.

#### 9. CONSENT TO USE PHOTOGRAPHIC IMAGES:

Registration and attendance at the KVMA Mid-America Veterinary Conference and other activities constitutes an agreement by the registrant to KVMA's use and distribution (both now and in the future) of the registrant or attendee's image or voice in photographs, videos, electronic reproductions, marketing efforts and materials, and audiotapes of such events and activities.





Downtown Lexington Activities, ATMs, Food & Beverage

#### **Activities, Food & Beverage**

- Goodfella's Pizza/Wise Guys Lounge
- 2. James E. Pepper Distillery
- 3. Ethereal Brewing
- 4. Crank & Book Ice Cream
- 5. Elkhorn Tavern
- 6. Barrel House Distilling Co.
- 7. Break Room at Pepper
- 8. Brevede' Coffee Co.
- 9. Rickhouse Pub
- 10. Wise Bird Cider
- 11. Fusion Brewing
- 12. The Burl Arcade
- 13. Burl Food presented by Kismet
- 14. Justin's House of Bourbon
- 15. Sorella Gelateria
- 16. Stella's Kentucky Deli
- 17. Distilled
- 18. The Goose
- 19. Blue Heron Steakhouse
- 20. Wine + Market
- 21. The Green Lantern Bar
- 22. County Club
- 23. Smithtown Seafood
- 24. West Sixth Brewing
- 25. LexLive
- 26. Blue Fire Bar & Grille
- 27. Clark's Pump-N-Shop Market
- 28. Tony's Steaks & Seafood
- 29. Pies & Pints
- 30. Vinaigrette Salad Kitchen
- 31. Bigg Blue Martini
- 32. Triangle Grille
- 33. West Coast Gourmet Pizza
- 34. Script Bar & Lounge
- 35. The Courtyard Deli
- 36. Jimmy John's
- 37. Buddha Lounge
- 38. Goodfella's Pizzeria

- 39. Rosebud Bar
- 40. Silks Bar & Lounge
- 41. Creaux
- 42. Postmaster Pub
- 43. Horse & Jockey
- 44. The Roxy
- 45. Stagger Inn
- 46. Centro
- 47. Bluegrass Tavern
- 48. Wild Cat Saloon
- 49. Nate's Coffee
- 50. Dudley's on Short
- 51. Elixir
- 52. Belle's Cocktail House
- 53. McCarthy's Irish Bar
- 54. The Grove
- 55. ItalX
- 56. Zim's/Thirsty Fox
- 57. Lockbox
- 58. Henry Clay Public House
- 59. School Sushi
- 60. Cinco de Mayo
- 61. Joe Bologna's
- 62. Local Taco
- 63. Tin Roof
- 64. El Cid
- 65. Ginger Wasabi Sushi & Grill
- 66. The Southern Deli & Tavern
- 67. Ole Hookers Bait & Tackle Bar
- 68. Soundbar
- 69. Ethereal Brewing Public House
- 70. Athenian Grill
- 71. Jeff Ruby's Steakhouse
- 72. Starbucks at City Center
- 73. West Main Crafting Company
- 74. Stings
- 75. Seltzer Club
- 76. Bourbon on Rye
- 77. Sunrise Bakery
- 78. West Sixth Greenroom
- 79. Taste of Thai

- 80. Sam's Hot Dog Stand
- 81. Molly Brooke's Irish Bar
- 82. Crossings Lexington
- 83. Roulay Restaurant & Bar
- 84. Corto Lima
- 85. Pearl's Pizza Pie
- 86. Sidebar Grill
- 87. Oscar Diggs
- 88. Minglewood
- 89. Lussi Brown
- 90. Bar Ona
- 91. Le Deauville French Bistro
- 92. Columbia Steak House
- 93. Third Street Stuff & Coffee
- 94. Doodle's
- 95. Alfalfa's
- 96. Subway
- 97. The Bar Complex
- 98. East End Tap & Table
- 99. Carson's Food & Drink

#### **ATMs**

- A. Central Bank Building ATM (High Street)
- B. Republic Bank ATM
- C. Bank of America ATM
- D. 24 Hour ATM
- E. Fifth Third Bank ATM
- F. BB&T Bank ATM
- G. Central Bank ATM at City Center (inside)
- H. Limestone Bank ATM
- I. Old National Bank ATM
- J. Bank of the Bluegrass ATM
- K. Community Trust Bank ATM



#### SAMPLING FORM



PLEASE FIILL IN THIS FORM AND ATTACH ALL REQUIRED DOCUMENTS AT LEAST 30 DAYS PRIOR TO THE EVENT

FOR ADDITIONAL SERVICES AND OR INFORMATION PLEASE CONTACT US AT CBC-SALESIAILEVYRESTAURANTS.COM

SAMPLING WILL NOT BE APPROVED UNTIL THE PROVIDED INFORMATION IS REVIEWED, AND ALL DOCUMENTS HAVE BEEN CONFIRMED WITH SHOW MANAGEMENT PLEASE EXPECT AN EMAIL WITH THE STATUS OF THE SAMPLING REQUEST WITHIN 7 BUSINESS DAYS OF THE REQUEST

THE SALE OF ALCOHOL IS STRICTLY PROHIBITED. THE SALE OF FOOD AND BEVERAGE WILL NOT BE PERMITTED UNLESS PRE-APPROVED BY LEVY

| EVENT DATE(S)  |
|--|
| COMPANY NAME   |
| BOOTH NUMBER   |
| COMPANY ADDRESS  |
| CONTACT NAME   |
| CONTACT PHONE NUMBER   |
| EMAIL ADDRESS  |
| ITEM SAMPLING  |
| QUANTITY OF SAMPLES PLEASE REFER TO THE SAMPLING GUIDELINES FOR PORTION RESTRICTIONS |
| SIZE OF SAMPLES PLEASE REFER TO THE SAMPLING GUIDELINES FOR PORTION GUIDELINES       |
| METHOD OF DISPENSING   |
| IS THE ITEM PRE-PACKAGED? YES NO   |

#### **CERTIFICATE OF INSURANCE**

A COPY OF YOUR CERTIFICATE OF INSURANCE WILL NEED TO BE ATTACHED TO SAMPLING FORM IN ORDER TO APPROVE SAMPLING.

EXHIBITING FIRM MUST PROVIDE LEVY WITH A CERTIFICATE OF INSURANCE SHOWING EVIDENCE OF COMMERCIAL LIABILITY WITH AN EACH OCCURRENCE LIMIT OF
\$1,000,000

CERTIFICATE HOLDER INFORMATION:
LEVY PREMIUM FOODSERVICE LIMITED PARTNERSHIP

\* CENTRAL BANK CENTER

430 W. VINE ST.
LEXINGTON, KY 40507



# PROVIDER OF FOOD + BEVERAGE AT CENTRAL BANK CENTER

#### ALL EXHIBITORS MUST ADHERE TO THE FOLLOWING GUIDELINES:

- 1. NO OUTSIDE FOOD AND BEVERAGE CAN BE BROUGHT IN AND/OR CONSUMED IN THE CENTER AT ANY TIME WITHOUT THE WRITTEN APPROVAL OF LEVY RESTAURANTS
- 2. THE SELLING OF ALCOHOL IS STRICTLY PROHIBITED. THE SALE OF FOOD AND BEVERAGE PRODUCTS BY ANY OTHER ENTITY IS STRICTLY PROHIBITED UNLESS PRE-APPROVED BY LEVY
- 3. ITEMS DISPENSED ARE LIMITED TO PRODUCTS MANUFACTURED, PROCESSED OR DISTRIBUTED BY EXHIBITING COMPANIES
- 4. ALL ARRANGEMENTS FOR FOOD AND BEVERAGE MUST BE CONTRACTED DIRECTED WITH LEVY RESTAURANTS
- 5. SAMPLING OF FOOD AND BEVERAGE ITEMS IS ALLOWED CONTINGENT ON THE FOLLOWING CONDITIONS:
  - LEVY RESTAURANTS MUST APPROVE ALL FOOD AND BEVERAGE SAMPLING PROGRAMS IN WRITING
  - SAMPLING IS LIMITED TO TRADESHOWS, CONVENTIONS, OR FOOD-SPECIFIC CONSUMER SHOWS
  - PRODUCT BEING SAMPLED MUST BE GERMANE TO THE EXHIBITOR'S LINE OF BUSINESS
  - FOOD SAMPLE SIZE IS LIMITED TO "BITE SIZE." NOT TO EXCEED 20Z PORTIONS
  - NON-ALCOHOLIC BEVERAGE SAMPLES ARE LIMITED TO 40Z PORTIONS IN PLASTIC CUPS NO CANS OR BOTTLES WILL BE PERMITTED
  - IN ACCORDANCE WITH FAYETTE COUNTY PUBLIC HEALTH DEPARTMENT, LICENSEE AND EXHIBITORS ARE
    JOINTLY RESPONSIBLE FOR MEETING OUTLINED REQUIREMENTS AND SECURING ALL NECESSARY
    LICENSES, PERMITS, ETC.
  - RESTROOMS, CONCESSION STANDS, AND/OR FACILTY KITCHENS MAY NOT BE USED AS EXHIBITOR
     CLEAN-UP AREAS
  - FOOD AND BEVERAGE SAMPLING MAY BE SUBJECT TO APPLICABLE RECEIVING, STORAGE, UTILITY AND LABOR CHARGES
- 6. EXHIBITING FIRM MUST PROVIDE LEVY RESTAURANTS WITH A CERTIFICATE OF INSURANCE SHOWING EVIDENCE OF COMMERCIAL GENERAL LIABILITY WITH AN EACH OCCURANCE LIMIT OF \$1,000,000 AND NAMING LEVY PREMIUM FOODSERVICE LIMITED PARTNERSHIP AND CENTRAL BANK CENTER AS ADDITIONAL INSURED
- 7. VENDORS ARE RESPONSIBLE FOR BOOTH RENTAL FEES, ELECTRICAL, PLUMBING, DRAYAGE AND ALL OTHER CENTRAL BANK CENTER FEES