



## FOOD & BEVERAGE SAMPLING PERMIT

Please email the completed form to the Centre's Co-ordinator fourteen (14) days prior to the event.

### CONTACT DETAILS

Event Name

Event Date

Venue/ Hall

Booth Name

Person in Charge

Booth No

Email

Mobile No

### A) TERMS & CONDITIONS

1. Food and beverages are only permitted for specific trade shows and conventions directly related to the food and beverage industry.
2. A detailed list of the products that will be sampled (quantities included) must be submitted to the Centre two weeks prior to the scheduled event.
3. All sampling must comply with the Food Act 1983, Hazard Analysis Critical Control Points (HACCP) and the Centre's guidelines outlined below:
  - a) Beverage tasting and promotional samples are limited to a maximum size of **50 ml per glass / cup**.
  - b) Solid food portions shall not be larger than **bite size portions – 85 g**.
  - c) A non-halal sign or placard must be prominently displayed for all sampling products that are not halal certified.
  - d) Sampling of non-halal products which contain pork or pork-derived products is strictly prohibited and cannot be brought into the Centre at all.
  - e) Eating and drinking utensils provided by exhibitors / sponsors shall be of recyclable materials (e.g. disposable eco-cutlery, biodegradable wooden cutlery) and must not be reused.
  - f) Food must be offered in a ready-to-consume manner to avoid it being handled by the public. Food should be apportioned and served with toothpicks or other appropriate utensils or containers.
  - g) Antiseptic solutions must be made available for visitors wishing to clean their hands prior to and after sampling.
  - h) The exhibitor or sponsor must comply with all local health and safety regulations and shall bear all costs related to such compliance. This includes, but is not limited to, the provision of sink installation. The exhibitor or sponsor shall remove any unauthorised item or items that do not meet the conditions above stated.
  - i) The exhibitor or sponsor is to provide separate bins for disposal of food waste and must ensure that all food waste is disposed properly. Furthermore, they must ensure that no containers, toothpicks and non-food waste are disposed in the bin allocated for food waste.
  - j) If, at any time, an activity or operation is considered non-compliant, unsafe or poses any risks to any persons or the environment, the Centre's representatives have the right to immediately postpone or cancel the activity until the issue is rectified. Please note that at any stage before or after this permit is approved, the Centre may, at its sole and absolute discretion, add or remove any restrictions to the use or application of this permit.
4. The undersigned hereby agrees to indemnify and hold harmless the Centre from and against any and all claims, demands, actions, suits, losses, costs, charges, expenses, damages and liabilities whatsoever which the Centre may pay, sustain, suffer or incur by reason of or in connection with the Exhibitor and / or Sponsor's food and beverage samples at the Centre.



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Product(s) for Sampling	Proposed Method	Storage Method

**B) ✓ TICK APPLICABLE BOX**

- I / We are the manufacturer or distributor of the products listed above.  
OR
- I / We are not the manufacturer of the products but we would like to request permission to offer food sampling.

Please explain purpose for offering the sampling:

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OR

- I / We are not the manufacturer of the products being sampled but would like to request permission to offer beverage(s) (non-alcoholic) for sampling.

Please explain purpose for offering the sampling:

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**I hereby agree to comply with and follow the terms and conditions.**

Name

Designation

Date

**\*\*\*\* CONVENTION CENTRE USE ONLY \*\*\*\***

Issued by

Comment

Date

