

FOOD AND BEVERAGE SAMPLING DISTRIBUTION REQUEST FORM

GUIDELINES FOR EXHIBITIONS

Capital Traiteur Montréal Inc. ("Capital Traiteur") is the exclusive supplier of food services at the Palais des congrès de Montréal. It is strictly forbidden to bring food, drinks, sweets, bottled water or any other articles of a similar nature to the premises without prior authorization.

Products offered and distributed free of charge as samples must not compete or limit the sales of Capital Traiteur. To be recognized as a sample, these products must be part of the nature of the trade involved and therefore distributed in order to make them known to the public.

Examples of authorized samples: a bakery that offers samples of its bread, a coffee merchant that offers a sample of its coffee

Examples of unauthorized samples: a car parts company that distributes bottles of water, an insurance company that distributes chocolates.

In order to obtain the authorization of Capital Traiteur to distribute food or drinks, one of the following two conditions must be met (please tick the category that applies to you):

PRODUCT MANUFACTURER

Whoever is considering distribution must be the manufacturer of such products and exhibit at a catering trade show or related area. It should distribute in sample format only, 60 ml (2 ounces) for liquids and 28 grams (1 ounce) for solids, equivalent to one bite.

If the product is alcohol, special guidelines apply.

NON-PRODUCT MANUFACTURER

Anyone considering distribution must pay a fee to Capital Traiteur to waive its right of exclusivity. The amount of the fee will be calculated by Capital Traiteur, according to the nature and the quantity of the product to be distributed. The fee is payable in full by credit card.

Under this category, alcohol may not be brought in to be distributed.

Anyone who distributes food or drinks on the premises of the Palais des congrès de Montréal without prior authorization from Capital Traiteur must immediately remove unauthorized products from its kiosk or meeting room, at the request of the Société du Palais des congrès or one of its representatives.

Please complete the section below at least three (3) weeks prior to the event.

Name of the event:

Activity dates:

Booth number:

On-site contact

Name :

Mobile number:

Company name:

Product(s) for sampling and format:

Applicant's name:

Phone:

Address:

Email:

City:

Province / State:

Country:

Postal / ZIP code:

You will receive a notice of receipt by e-mail within days of the request.

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