

APPLICATION TO SUPPLY FOOD AND BEVERAGE PRODUCTS

Wherever possible we aim to supply food & beverage through our in-hall facilities and contracted service partners and it is important for The NEC to protect its reputation and maintain its usual high standards of food safety and hygiene.

foodtoyou, NEC's on-stand delivery service, is able to meet the requirements of most exhibitors and further details, together with a copy of their current order form, can be obtained by calling Sales and Customer Support on **0844 338 8338** , or, alternatively, by visiting www.thenec.co.uk/exhibitor

All Exhibitors providing their own food and beverage (Excluding ALCOHOL) within an exhibition for **immediate consumption** who have received authorisation to do so from NEC Food will incur a charge by the National Exhibition Centre. This charge is to cover the administration costs and costs associated with monitoring compliance of food safety and hygiene regulations by our internal hygiene department along with inspections and advice.

To apply for authorisation please complete the following details and return the form to your Key Account Manager **no later than 2 weeks prior to the show opening** whereupon you will be informed of the applicable charge. Applications will not be considered if full details are not provided.

Exhibition details:

| | | |
|-------------|-------|-----------|
| Exhibition: | | |
| Dates: | Hall: | Stand No: |

Details of product to be supplied:

On stand hospitality (please specify)

Sampling (please specify inc. size of product)

NB. *Sampling can be defined as a taster sample of a specific product being marketed at the show by the manufacturer/producer of that product.*

Retailing for off-site consumption (please specify)

Application to supply food & beverage products cont...

Company details

| | |
|-----------|---------------|
| Name: | Contact name: |
| Address: | |
| Postcode: | Email: |
| Telephone | Fax: |

Please note there is no charge for

1. Genuine sampling of a companies own product
2. Retailing for off-site consumption

For further information or details please contact your Key Account Catering Manager **on the number below.**

Catering Account Manager
NEC Catering Department
The NEC, Birmingham B40 1NT

Email: neccateringam@necgroup.co.uk

| | |
|--|----------|
| For NEC Administration Purposes only NEC Ltd consents to the supply of food & beverage as requested in your application. | |
| Signed for and on behalf of the NEC Ltd | |
| Full name | Position |

| |
|-------------------------|
| Applicable Fees: |
|-------------------------|

Please note that payment is required in advance of the show. Please provide credit card details below and fax back during office hours Monday – Friday, 0900 – 1700hrs.

| | |
|---------------|------------------------|
| Card No. | Expiry date: |
| Name on card: | 3 digit security code: |

Please note this form supersedes all previous Intent to Supply forms.
Issue date: Sept 09