

TRADESHOW FOOD SAMPLING POLICY

The Ottawa Conference and Event Centre is the exclusive food and beverage supplier. As the exclusive supplier, the OCEC strictly prohibits any and all food and beverage, logo water and other similar items from being brought into the facility without prior authorization.

In order to obtain authorization from the Ottawa Conference and Event Centre for an exhibitor to distribute any food or beverage item the following conditions must exist.

- 1) Exhibitor must sign a waiver releasing the Ottawa Conference and Event Centre of Liability
- 2) The Exhibitor is responsible to comply with all local health and safety regulations.
- 3) All food samplings must be 2 oz or less of food and 3 oz or less in non-alcoholic beverages
- 4) Exhibitor must provide their own method of warming, heating, cooling, preparing and serving their sample. The Exhibitor will not have access to the OCEC kitchen, appliances, fridges, serving trays or utensils.
- 5) Only Exhibitors with special permission granted by Capital Wedding Show are permitted to offer alcoholic samples. These are limited strictly to those exhibitors whose main business is the manufacturing, producing or retail of alcoholic beverages. (Breweries and Wineries)
- 6) If the Exhibitor brings unauthorized food or beverage into the Conference Centre and does not meet one of the conditions listed above, the exhibitor must immediately remove the unauthorized items from their exhibit booth and from the conference center.
- 7) Exhibitors with authorization to provide food samplings will keep their booth clean and dispose of all garbage throughout the day and at the end of each day and at the end of the event.

EXHIBITOR AUTHORIZATION FORM

BOOTH NUMBER

NAME OF SHOW AND DATE

COMPANY NAME

TELEPHONE NUMBER

ON SITE CONTACT NAME

E-MAIL ADDRESS

Products(s) for Sampling:

RELEASE AND INDEMNITY AGREEMENT:

This Agreement is by and between the Ottawa Conference and Event Centre and

Above named Exhibitor

Exhibitor hereby agrees to indemnify, defend and hold harmless the Ottawa Conference and Event Centre; its subsidiaries, affiliates, employees, agents, officers and directors from and against any liabilities, damages, losses, claims, suits, judgments, fines, costs and expenses, including without limitation, attorneys' fees and expenses, incurred by the OCEC and arising out of or relating to the Exhibitor's distribution of food and non-alcoholic beverage service during the Capital Wedding Show, October 4th, 2026 or any other activity related thereto, including, without limitation, any such liabilities, damages or said other matters arising from injury to or death of any person, or damage to or destruction of any property.

Exhibitor Name and Date

Exhibitor Signature