Catering Order Form

To ensure availability of menu items, we encourage you to place your order by the catering deadline date listed on the front page of the catering kit

Sodexo Live! holds the exclusive rights to all food and beverage within the Las Vegas Convention Center. This exclusive agreement prohibits exhibitors or other event participants from bringing food or beverage into the Las Vegas Convention Center without the written approval of Sodexo Live! - this includes bottled water.

SHOW EVENT NAME:	

BILLING INFORMATION:

COMPANY NAME:		ADDRESS:	
CONTACT NAME:		CITY:	
CONTACT'S TITLE:		STATE:	
PHONE #:		ZIP CODE:	
GENERAL EMAIL:		Country:	United States

LAS Vegas FOOD AND BEVERAGE

ONSITE INFORMATION:

BOOTH / M.R. #:		GUEST COUNT:	
HALL OR LOT:			
CONTACT NAME:			
MOBILE CELL:			
EMAIL:			

Please note that Sodexo Live! does not provide tables for F&B services on the show floor. Must be ordered through the show contractor.

A fee of $35+ will apply for each delivery to booths in the exhibit halls and $50.00+ for each delivery to booths outside of the building.

DATE OF SERVICE	TIME OF SERVICE		QTY	ITEM / DESCRIPTION	UNIT PRICE	Total: w/out taxes & fees
	START	END				
			0		0	$ 0.00
			0		0	$ 0.00
			0		0	$ 0.00
			0		0	$ 0.00
			0		0	$ 0.00
			0		0	$ 0.00
			0		0	$ 0.00
			0		0	$ 0.00
			0		0	$ 0.00
			0		0	$ 0.00
			0		0	$ 0.00
			0		0	$ 0.00
			0		0	$ 0.00
			0		0	$ 0.00
			0		0	$ 0.00
			0		0	$ 0.00
			0		0	$ 0.00
			0		0	$ 0.00

(+) = Current state tax, 8.375% / (++) = 19% service fee and current state tax, 8.375%	Total: *w/out tax & fees*	$ 0.00

Upon receipt of this form, a contract will be created and sent. Functions are considered tentative until signed contract and payment are received.

100% Pre-payment is due 30 days from the start of the show. ACH is the preferred method of payment. Credit card must be on file for any/all consumptions and/or onsite ordering.