



EXHIBITOR CATERING SERVICES 2012 DAILY ORDER FORM

EVENT: _____ **BOOTH NUMBER:** _____

COMPANY: _____ **TELEPHONE:** _____

CONTACT NAME: _____ **FACSIMILE:** _____

E-MAIL: _____

ADDRESS: _____

DELIVERY DATE: _____ **DELIVERY TIME:** _____

- The Vancouver Convention Centre is the exclusive supplier of all food and beverage services.
- Please use a separate order form for each day an order is required, then **fax directly to the Exhibitor Services Department at 604-647-7325.**
- A more extensive menu is available on our website www.vancouverconventioncentre.com, or please call **604-689-8232 and ask for the Catering Department for assistance.**
- Please allow for a minimum of 10 business days to process booth delivery orders.
- Upon receipt of the order, a 'Service Order Confirmation' will be sent to you for approval and signature. All orders must be prepaid in full by credit card to be considered as confirmed.
- Any orders received within 3 business days are subject to 15% surcharge.
- On-site orders are subject to additional banquet labour charge of \$120 per delivery.
- All beverage orders will be charged in full, regardless of consumption.
- Should any order be cancelled with less than 5 business days' notice, the total amount of the order will be charged fully.
- All prices are quoted in Canadian funds, subject to **17% service charge and 12% HST.**
- A designated banquet attendant can be arranged through the Catering Department, and the cost is \$30.00/hour, minimum 4 hour shift.
- For all booth delivery orders, disposable utensils will be supplied and the costs are included in the menu prices. Additional charges may apply for request of table, linen, chinaware & glassware.

FOOD: To avoid delay in processing your order, please circle your exact selection.

_____ x Assorted Muffins, Scones and Croissants served with Butter & Assorted Preserves	\$ 42.00 / dozen
_____ x Brick Oven Bagels served with Cream Cheese & Assorted Preserves	\$ 54.00 / dozen
_____ x Carrot Triangles, Callebaut Walnut Brownies, Pecan Tarts and Nanaimo Bars	\$ 45.00 / dozen
_____ x Assorted Cookies	\$ 36.00 / dozen
_____ x Hearty Sandwiches (One Sandwich per person) (Min Qty 12)	\$ 12.00 / guest
_____ x Hearty Sandwiches with Salad (One Sandwich per person) (Min Qty 12).....	\$ 16.00 / guest
_____ x Individual Natural Yogurts (Min Qty 12).....	\$ 4.00 each
_____ x Sliced Fresh Fruit & Berries Platter (Min Qty 12)	\$ 6.00 / guest
_____ x Fresh Whole Fruit Basket (Min Qty 12)	\$ 3.00 / guest
_____ x Canadian & International Cheese Tray with Baguette and Biscuits (Min Qty 12).....	\$ 10.00 / guest
_____ x Fresh Vegetable Crudite with Herb Dip (Min Qty 12)	\$ 4.50 / guest
_____ x Three Colour Tortilla Chips with Salsa Cruda (Min Qty 12)	\$ 3.50 / guest
_____ x Kettle Chips, Pretzels or Japanese Dry Snacks (one pound basket- Min Qty 12)	\$ 15.00 /basket
_____ x Popcorn (Individual Bags- Min Qty 100).....	\$ 2.50 / bag

BEVERAGE:

_____ x Freshly Brewed Café Rojas Organic Coffee (serves 10 cups)	\$ 45.00 / airpot
_____ x Freshly Brewed Decaffeinated Café Rojas Organic Coffee (serves 10 cups)	\$ 45.00 / airpot
_____ x Hot Water with Selection of Tea Bags (serves 10 cups).....	\$ 45.00 / airpot
_____ x 6 pack Bottled Orange, Grapefruit or Cranberry Juice (Single Servings).....	\$ 28.50 / pack
_____ x 6 pack Soft Drinks: Coke, Diet Coke, Sprite or Ginger Ale (Single Servings).....	\$ 25.50 / pack
_____ x 6 pack Bottled Water (Single Servings).....	\$ 25.50 / pack
_____ x Water Cooler/Equipment Rental (Does not include Water Jug)	\$ 25.00 /day
_____ x Water Jug 18 L (Does not include Equipment Rental).....	\$ 18.00 /day
_____ x Ice (One bus pan: 20 lbs)	\$ 20.00 /pan

OTHERS:

_____ x Rental of black or white tablecloth in the size of 53"x53" or 90"x90".....	\$ 20.00 each
_____ x Rental of glass bowl for business cards.....	\$ 10.00 each



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CREDIT CARD AUTHORIZATION FORM

This fax will authorize the Vancouver Convention Centre to charge the following credit card:

American Express Visa MasterCard

TOTAL AMOUNT: _____
CARD NUMBER: _____
NAME OF CARDHOLDER: _____
EXPIRY DATE: _____
SIGNATURE OF CARDHOLDER: _____

All credit card charges will be processed in full prior to the Event.
Any additional charges accrued will be charged post event.

Please fax this form to:
604-647-7325