



Cooking & Sampling Regulations

The Clark County Health Department no longer requires health permits for food preparation and sampling. However, they will be on site to do inspections. If you have any questions regarding the instructions and/or application, you can contact the LVCVA at (702) 892-0711. As such, arrangements may be made with them for sample preparation.

The Clark County Environmental Health Staff will be enforcing the following:

- All potentially hazardous foods (meats, dairy products, poultry, fish, shellfish, melons, rice, etc.) must be maintained at 40°F or colder or 140°F or hotter. Poultry products and reheated products must be cooked to 165°F. Ground beef products must be cooked to 155°F.
- Accurate/calibrated STEM THERMOMETERS must be available to monitor food temperatures.
- Mechanical refrigeration MUST be available for perishable or potentially hazardous food storage at booths. No ice chests will be permitted.
- A hand washing station MUST be provided and set up in each booth where food preparation (open food handling) is occurring. Coffee urns or bottled water with spigots are recommended. Liquid soap and paper towels must be provided.
- The official caterer of the LVCC will have for sale kits that have all the necessary supplies to be in compliance with the Clark County Board of Health Regulations. NOTE: When all food and beverages are prepackaged, hand washing facilities are not required.
- Disposable gloves and/or suitable utensils are required for handling food. Gloves are not a substitute for hand washing.
- Sanitizer solution of chlorine or other approved sanitizer of at least a 1-gallon capacity is required at each booth for surface, utensil, and hand sanitation. This solution may be made with bleach or another approved sanitizer. A chlorine solution must be at 50 ppm chlorine achieved by mixing 1 1/2 tsp. (1 capful) of bleach to 1 gallon of water.
- All utensils and food service equipment MUST be taken to a 3-compartment sink location to be washed, rinsed, and sanitized at least daily or as needed.
- All foods must be dispensed in single-service portions (with toothpicks, napkins, or individual serving cups). Common service bowls are prohibited.
- Foods on display for an extended period of time MUST be protected from contamination by sneeze guards or adequate covers. Foods placed out for immediate pick up by attendees will not require a sneeze guard (limited to no more than 15 portions).
- All food, food containers, utensils, napkins, etc. must be stored at least six (6) inches off the floor.
- No smoking, eating, drinking or chewing of gum will be allowed in any booth by exhibitor personnel.

Exhibitors may dispense sample food and/or beverages ONLY under the following general conditions:

- Items dispensed are limited to products manufactured, processed, or distributed by exhibiting firms.
- All items are limited to SAMPLE SIZE.
- Beverages are limited to the parameters of 3 or 4-ounce containers and 2-ounce product.
- Smoking is prohibited in temporary food facilities.
- Display: Adequate sneeze guard protection must be provided, or food must be stored and served so it will not be subject to contamination.
- Facilities will be provided for hand and utensil washing.
- Do not use restrooms to clean utensils.



Food Preparation within Exhibits

Whenever food is prepared within an exhibit, an 'Application for Food Preparation within Exhibits' form should be completed and forwarded to the official [show caterer](#) and [Show Management](#) for review. Please complete the PDF Food and Beverage Sampling / On-site Preparation Approval Form located within this manual as soon as possible.

Cooking and food warming devices in exhibit booths shall comply with provisions in NFPA 101-Life Safety Code, Sections 8-7.5.3.9. Which are as follows:

- Devices shall be isolated from the public by at least 4 ft. (122 cm) or by a barrier between the devices and the public.
- Multi-well cooking equipment (fryers) using combustible oils or solids (heated and cooking oil or grease) are not allowed unless installed in accordance with NFPA 96 – Standard for Ventilation Control and Fire Protection of Commercial Cooking Operations.
- Single well cooking equipment (fryers) using combustible oils or solids (heated and cooking oil or grease) shall:
 - Be of a self-contained, and enclosed type.
 - Be limited to 288 sq. in. (.19 sq. m) of cooking surface.
 - Be placed on non-combustible surface materials.
 - Be separated from each other by a minimum horizontal distance of 2 ft. (61 cm).
Exception: Multiple single well cooking equipment where the aggregate cooking surface does not exceed 288 square inches (.19 square meter) of cooking surface.
 - Be kept a minimum horizontal distance of 2 ft. (61 cm) from any combustible material.
- NFPA-101, Sec 8-7.1.4 Definition:
"Portable Cooking Equipment" – Portable cooking equipment that is not flue connected shall be permitted only as follows:
 - No open flame devices shall be used in any assembly occupancy unless:

Equipment fueled by small heat sources that can be readily extinguished by water, such as candles or alcohol-burning equipment (including "solid alcohol") may be used provided adequate precautions satisfactory to the authority having jurisdiction are taken to prevent ignition of any combustible materials. These devices must be attended at all times by personnel that are provided by the contractor who has exclusive food service rights to the LVCVA. The only duty of this personnel will be to supervise the food service operation. In addition, the food service personnel must be trained in the usage of a fire extinguisher.

Candles may be used on a dining table used for decorative purposes if securely supported on substantial non-combustible bases so located as to avoid danger of ignition of combustible materials and only if approved by the authority having jurisdiction. Candle flames shall be protected and enclosed so that if the candle were to tip over, there would be no risk of fire.

- Fire Extinguishers for Heated and Cooking Oil or Grease Operations:
 - Exhibitors using heated oil or grease for cooking or any other purpose must have a type "K" fire extinguisher present during the demonstration. An example of this type extinguisher is a potassium bicarbonate extinguisher. Also acceptable is a sodium bicarbonate extinguisher.
 - Fire code prohibits the use of any "B" type extinguisher for the purpose of extinguishing a heated cooking oil or grease fire.
 - Type "K" fire extinguishers can be obtained from a company that sells and services fire extinguishers. The yellow page directory for "fire extinguishers" can be referenced for a supplier. There are several companies local in Las Vegas that offer this service.

Contact Kirsten Khoury at kirsten.khoury@emeraldexpo.com for additional information and guidelines regarding the Clark County Health District rules and regulations.

Food and Beverage Sampling Policy and Guidelines

The Catering Department at the LVCC retains the exclusive right to provide, control and maintain all food and beverage services within the Las Vegas Convention Center. No outside food and beverage may be distributed without prior approval, fees may apply. Concessions, water, ice, the sale of alcoholic or non-alcoholic beverages, and the distribution of snacks, treats or candies are included under this provision.

- All approved food items brought into the building must comply with the Southern Nevada Health District and all applicable laws.
- All approved food and beverage sampling exhibitors are required to have hand washing/sanitation kits. Kits can either be brought in or purchased from Centerplate. *{see page 2}*
- Items dispensed are limited to products Manufactured, Processed or Distributed by exhibiting companies. If they are not Manufactured, Processed or Distributed by the company then you are not able to provide samples of food and beverage unless they are purchased through Centerplate. *{see page 2}*
 - Food preparation, heating/kitchen services must be disclosed to the Catering Department at the LVCC no later than 3 weeks prior to the event. Subject to approval.
 - A description of size/equipment/processing procedure must be submitted in advance for approval.
- Food and Beverage may not be sold within LVCC.
- Alcohol must be purchased and dispensed by the Catering Department at the LVCC. No outside alcohol may be brought in the facility. This includes product owned or donated.
- Items to be distributed are limited to sample sizes, or are subject to additional fees.
 - *{see page 2}*
- A certificate of liability naming Centerplate as an additional insured must be submitted to the Catering Department at the LVCC from each sampling client.
 - *Please provide general liability (\$1,000,000) and Workers Comp (\$1,000,000)*

Thank you for selecting Centerplate Catering. It is our pleasure to serve you!

Food and Beverage Sampling / On-Site Preparation Approval Form

Centerplate and the Las Vegas Convention Center (LVCC) requires specific information for all on-site food and beverage preparation and dispensing to ensure compliance with Southern Nevada Health Department and fire safety codes.

Name of Event: _____ Date of Event: _____

Company Name: _____ Booth #: _____

Contact/Title: _____ Contact Number: _____

Email: _____ On-Site Contact Number: _____

Proprietary product to be prepared/sampled: _____

☐ **Demonstration:** An Exhibitor that does not manufacture or distribute the product being sampled but wishes to use food and/or beverage to demonstrate a piece of equipment is considered a demonstration.
If yes, a Centerplate Sales representative will be in contact.

Non-Alcoholic Beverages are limited to a maximum 3oz containers. All alcoholic beverage sampling requires prior approval as specific laws and policies apply. Please speak with your Centerplate sales representative for further information.

Food items are limited to a sample size not more than 2oz.

Portion Size to be Dispensed: **2oz** ☐ **food** **3oz** ☐ **beverage**

Nevada Health Law requires use of a hand washing and sanitation station when sampling or preparing food/beverage. You may provide your own station or purchase from Centerplate.

Will you be purchasing a hand washing and sanitation kit from Centerplate? **Yes** ☐ **No** ☐
If yes, a Centerplate sales representative will be in contact.

Will you be heating or cooking food? **Yes** ☐ **No** ☐

If yes, an LVCVA Fire Prevention coordinator will be in contact

Please list the heating or cooking equipment to be used: _____

☐ By submitting this form, I acknowledge I have read and understand the food and beverage policies at the LVCC.

Approval from both LVCC and Centerplate must be received prior to finalizing your plans.

Email completed form to: foodprepandsample@lvcva.com

To Place Orders or To Submit Payment:

Email: exhibitorcateringlvcc@centerplate.com or

For More Information Call: 702-943-6779

All aforementioned policies will be strictly managed by the LVCC, Centerplate, and the Southern Nevada Health Department. Any violation will result in the removal of product from the show floor and or obligatory discontinuation of booth activities.

Alcohol Sampling Guidelines



- ❖ 1 oz for wine and liquor (including mixers) and 2oz for Beer due to foam
- ❖ All alcohol must come from a local distributor on a zero-balance invoice, delivered to Centerplates loading dock (Door 3)
- ❖ Exhibitor must be the owner, manufacturer and/or distributor of the item being sampled.
- ❖ A Centerplate bartender must be present while sampling any type of alcohol

**For samples over sample size limits, please see your Catering Sales Manager*

All Alcohol Shipped to : Rogelio Brito @ Centerplate
Centerplate Dock by Door #3
3150 Paradise Road
Las Vegas, NV 89109
Company Name
Booth Number