

FOOD & BEVERAGE at the Fort Worth Convention Center

Trinity Food & Beverage Services, Inc. is the exclusive food and beverage provider for the Fort Worth Convention Center. All catering and exhibitor booth catering must be ordered through Trinity Food & Beverage. Exhibitors are only permitted to distribute individually wrapped candy or samples 3 oz or less of product they themselves represent or sell. Custom food and beverage services/displays may be hired from Trinity Food & Beverage Services, Inc.

Trinity Food & Beverage Services, Inc. Guidelines

Exhibitors may hand out individually wrapped items, under 3 ounces in size, for display or sample in the Exhibit Hall if they fall along the guidelines listed below. Exhibitors cannot sell their sample product on the floor as a cash and carry item.

Permitted items include snack sized candies or peppermints that are individually wrapped for consumption. Remaining items, such as bottled water, soda, coffee, alcoholic beverages of any kind, cookies, popcorn, snacks, and meals must be purchased from the Trinity Food & Beverage catering department.

If Vendors would like to serve samples during a show, exhibitors must follow these guidelines:

- Sample items must be something the vendor manufactures (i.e., Gerber could serve samples of their new brand of baby cereal).
- Sample size portions must be 3 ounces (or less).
- Exhibitor must have a Food Handler's License and Health Permit to serve food.

OR

- Samples must be PREPARED in something vendor manufactures (i.e., Cuisinart could serve smoothies made in one of their blenders).
- Sample size portions must be 3 ounces (or less).
- Exhibitor must have a Food Handler's License and Health Permit to serve food.

Should you have any questions in reference to exhibitor catering or samples in the Exhibit Hall, please contact the Catering Department at Trinity Food & Beverage:

Virginia Taylor
Director of Catering
virginia.taylor@trinityfbs.com
817.392.2584



Booth Catering Order Form - Break/Beverages/Stations

TRINITY F&B SERVICES,
INC.™

For More Information Please Contact:

Sales Manager: Virginia Taylor

T: 817.392.2584

virginia.taylor@trinityfbs.com

Event Name: _____
 Contact Name: _____
 Phone: _____
 Address: _____

Event Date(s): _____
 Company: _____
 Booth Number: _____
 Email: _____

Snacks & Baked Goods Delivery Fee of \$35.00 per day applies

Quantity	Item Name	Price	Total
	Assorted Danish (Dozen)	\$ 39.00	\$ -
	Assorted Muffin (Dozen)	\$ 39.00	\$ -
	Assorted Breakfast Tacos (Dozen)	\$ 55.00	\$ -
	Breakfast Croissant Sandwich (Dozen)	\$ 80.00	\$ -
	Sausage Kolaches (Dozen)	\$ 49.00	\$ -
	Sausage, Egg and Cheese Biscuits (Dozen)	\$ 48.00	\$ -
	Assorted Whole Fruit (Dozen)	\$ 25.00	\$ -
	Granola Bars (Each)	\$ 3.25	\$ -
	Individual Fruit Yogurts	\$ 4.00	\$ -
	Fresh Baked Cookies (Dozen)	\$ 60.00	\$ -
	Assorted Dessert Bars or Brownies (Dozen)	\$ 50.00	\$ -
	Individual Bags of Snacks	\$ 3.25	\$ -

Beverage Services Delivery Fee of \$35.00 per day applies

Quantity	Item Name	Price	Total
	Fresh Brewed Starbucks Coffee - Regular or Decaf (Gallon)	\$ 56.00	\$ -
	Tazo Teas with Hot Water	\$ 52.00	\$ -
	Tazo Iced Tea (Gallon)	\$ 52.00	\$ -
	Lemonde (Gallon)	\$ 46.00	\$ -
	Assorted Canned Soda (Each)	\$ 3.50	\$ -
	Bottled Water (Each)	\$ 3.50	\$ -
	Assorted Bottled Fruit Juices (Each)	\$ 3.50	\$ -
	Water Cooler Service (5 Gallon)	\$ 75.00	\$ -
	Water Cooler Replacement (5 Gallon)	\$ 35.00	\$ -
	Fresh Apple, Orange, or Cranberry Juice (Gallon)	\$ 52.00	\$ -
	Powerade - 20oz. (24) per case	\$ 98.00	\$ -

Action Stations Booth Attendant Fee of \$125 applies to all Stations

Quantity	Item Name	Price	Total
	Fresh Popcorn Station (200 Servings 1.25oz each)	\$ 525.00	\$ -
	Additional 25 Servings	\$ 125.00	\$ -
	Otis Spunkmeyer Cookie Station (220 Servings, 1.5oz each)	\$ 350.00	\$ -
	Additional (3) Dozen	\$ 72.00	\$ -
	Gourmet Soft Pretzel Station (100 Servings)	\$ 550.00	\$ -
	Additional 50 Servings	\$ 275.00	\$ -
	Gourmet Flavored Nut Station (150 Servings)	\$ 675.00	\$ -
	Additional 50 Servings	\$ 215.00	\$ -
	Maui Wowi Smoothie Station (125 Servings, 8oz each)	\$ 625.00	\$ -
	Additional 50 Servings	\$ 240.00	\$ -
	Dippin Dots Station (40 Servings, 3.5oz each)	\$ 275.00	\$ -
	Additional 40 Servings	\$ 250.00	\$ -

Miscellaneous

Quantity	Item Name	Price	Total
	Booth Attendant - First 4 hours	\$ 125.00	\$ -
	Booth Attendant - Additional Hour	\$ 35.00	\$ -
	Delivery Fee, per day	\$ 35.00	\$ -

Totals

Sub Total	\$		Taxes \$		Service Charge \$	
Total \$						

Please see your Trinity Catering Manager for complete item details, electric, and booth spacing requirements

All items served in the Exhibit Hall will be served on disposable serviceware with beverage napkins

Exhibitors may choose to provide cups or napkins with their logo for sponsored events

All items are subject to 22% Service Charge, and applicable taxes.



TRINITY F&B SERVICES,
INC.™

Booth Catering Order Form - Reception Items

For More Information Please Contact:

Sales Manager: Virginia Taylor

virginia.taylor@trinityfbs.com

T: 817.392.2584

Event Name: _____
 Contact Name: _____
 Phone: _____
 Address _____

Event Date(s): _____
 Company: _____
 Booth Number: _____
 Email: _____

Cold Hors D'oeuvres Delivery Fee of \$35.00 per day applies

Quantity	Item Name	Price/Dz	Total
	Assorted Brioche Sandwich Sliders	\$ 60.00	\$ -
	Fruit Kabob with Yogurt Sauce	\$ 45.00	\$ -
	Tomato and Mozzarella Skewer with Balsamic Glaze	\$ 37.00	\$ -
	Smoked Portabella Nachos with Pico and Chimichurri	\$ 37.00	\$ -
	Smoked Chicken Nachos with Pico and Chimichurri	\$ 37.00	\$ -
	Ahi Tuna with Seaweed on Wonton Crisps	\$ 71.00	\$ -

Hot Hors D'oeuvres Delivery Fee of \$35.00 per day applies

Quantity	Item Name	Price/Dz	Total
	Beef or Chicken Quesadilla with Fire-Roasted Salsa and Sour Cream	\$ 30.00	\$ -
	Vegetable Egg Rolls with Sweet Chili Sauce	\$ 35.00	\$ -
	Beef Kabob with Rahr Demi Glace	\$ 60.00	\$ -
	Beef or Chicken Empanada with Salsa Verde	\$ 44.00	\$ -
	Chicken Kabob with Onion Habanero Glaze	\$ 34.00	\$ -
	Chicken Tenders with BBQ Sauce and Ranch Dip	\$ 31.00	\$ -
	Thai Chicken Satay with Coconut Peanut Sauce	\$ 31.00	\$ -
	Hoisin Glazed Baby Back Ribs	\$ 50.00	\$ -

Reception Displays

Quantity	Item Name	Price	Total
	Vegetable Crudite with Dip - Small	\$ 62.00	\$ -
	Vegetable Crudite with Dip - Large	\$ 155.00	\$ -
	Sliced Seasonal Fruit - Small	\$ 70.00	\$ -
	Sliced Seasonal Fruit - Large	\$ 175.00	\$ -
	Domestic Cheeses with Dried Fruits and Honey - Small	\$ 85.00	\$ -
	Domestic Cheeses with Dried Fruits and Honey - Large	\$ 212.00	\$ -

Miscellaneous

Quantity	Item Name	Price	Total
	Booth Attendant - First 4 hours	\$ 125.00	\$ -
	Booth Attendant - Additional Hour	\$ 35.00	\$ -
	Delivery Fee, per day	\$ 35.00	\$ -

Totals

Sub Total	\$		Taxes \$		Service Charge \$	
Total \$						

Please your Trinity Catering Manager for complete item details, electric, and booth spacing requirements

All items served in the Exhibit Hall will be served on disposable serveware with beverage napkins

Exhibitors may choose to provide cups or napkins with their logo for sponsored events

All items are subject to 22% Service Charge, and applicable taxes.



TRINITY F&B SERVICES,
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Booth Catering Order Form - Bar

For More Information Please Contact:

Sales Manager: Virginia Taylor

T: 817.392.2584

virginia.taylor@trinityfbs.com

Event Name: _____
 Contact Name: _____
 Phone: _____
 Address _____

Event Date(s): _____
 Company: _____
 Booth Number: _____
 Email: _____

Hosted Bar Delivery Fee of \$35.00 per day applies

Quantity	Item Name	Price	Total
	Mixed Drinks	\$ 7.00	\$ -
	House Sparkling Wine (Glass)	\$ 7.00	\$ -
	House Wine (Glass)	\$ 6.50	\$ -
	Bottled Beer - Specialty	\$ 6.50	\$ -
	Bottled Beer - Domestic	\$ 6.00	\$ -
	Draft Beer - Domestic	\$ 450.00	\$ -

Action Station

Quantity	Item Name	Price	Total
	Frozen Drink Station	\$ 700.00	\$ -
	Includes (1) Drink Machine, (100) 6oz. Servings of One of the Following:		\$ -
	Daiquiri Pina Colada Margarita		\$ -
	Includes Plastic Cups and Paper Beverage Napkins		\$ -
	Additional (100) Servings of (1) Flavor	\$ 700.00	\$ -
	Additional Frozen Drink Machine	\$ 175.00	\$ -

Miscellaneous

Quantity	Item Name	Price	Total
	Bartender - First 4 hours	\$ 125.00	\$ -
	Bartender - Additional Hour	\$ 35.00	\$ -
	Cashier - First 4 hours	\$ 125.00	\$ -
	Cashier - Additional Hour	\$ 35.00	\$ -
	Delivery Fee, per day	\$ 35.00	\$ -

Totals

Sub Total	\$	Taxes	\$
			Service Charge \$
Total			\$

Please your Trinity Catering Manager for complete item details, electric, and booth spacing requirements

All items served in the Exhibit Hall will be served on disposable serviceware with beverage napkins

Exhibitors may choose to provide cups or napkins with their logo for sponsored events

All items are subject to 22% Service Charge, and applicable taxes.

FOOD HANDLERS:

Avoid food handling when you have the following symptoms.

- Diarrhea
 - Vomiting
 - Sore throat with fever
 - Persistent coughing, sneezing or nasal discharge
 - Wound containing pus upon your fingers, hands, wrists
 - Yellowish eyes or skin with dark colored urine
- Report any of these symptoms to your manager immediately.*

Workers that handle food must wash their hands as frequently as necessary. Disposable gloves may be used but shall not substitute for hand washing.

The use of tobacco in all forms is prohibited in the food preparation or service areas.

Workers shall not eat or drink in the food preparation or service areas.

Hair restraints and clean clothing are required of persons doing food preparation. Food handlers are not permitted to wear ornate hand jewelry.

Unauthorized personnel such as small children are not permitted in booths.

BARE HAND CONTACT:

Bare hand contact of ready to eat food by workers is not allowed.

Ready-to-eat food includes any food, fruit or vegetable product that is edible without washing, cooking, or additional preparation by workers and is reasonably expected to be consumed in that form.

Avoid touching food with bare hands by using utensils, disposable gloves, deli tissue or other suitable methods.

**CITY OF FORT WORTH
 CODE COMPLIANCE DEPARTMENT
 CONSUMER HEALTH DIVISION
 818 Missouri Avenue 76104
 817-392-7255**

CHECKLIST TO SETUP BOOTH:

- Valid temporary or mobile food unit permit issued by Fort Worth Consumer Health Division.
- Hand wash station setup and ready for use.
 - 5 gal. container with non-self-closing spigot.
 - Liquid soap in pump dispenser.
 - Paper towels.
 - Wastewater catch bucket.
- Food is from an approved source. Food invoices/receipts must be available at booth for inspector's audit.
- Adequate supply of potable water at booth for full days use.
- Waste water containers and proper disposal site.
- Booths with cleanable floor (grass and dirt covered with approved material) and overhead protection.
- BBQ and deep-frying cooking areas fenced off from public access.
- Adequate containers, covers, wrappings or other means to effectively protect food from insects and environmental contamination.
- Utensil cleaning station setup and ready for use.
 - 3 containers (sized to immerse all items)
 - Soapy water in 1st container.
 - Clean rinse water in 2nd container.
 - Sanitizing solution in 3rd container.
 - Sanitizer concentrate (bleach) and test strips.
- Enough equipment provided to hold ALL:
 - Cold food at 41°F or below.
 - Hot food at 135°F or above.
- Probe-type, metal stem food thermometer with proper range (0°F to 220°F).
- Utensils and disposable gloves provided to minimize hand contact with food.
- Workers are wearing clean clothing and hair is effectively restrained.
- Condiments provided in single-service, pump-type or squeeze containers.
- Sneeze guards and barriers to protect exposed food and food work surfaces from customers.

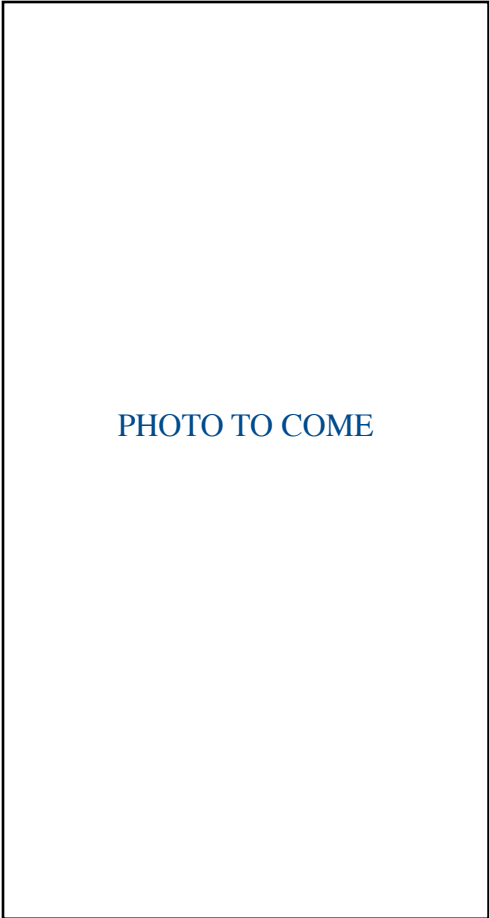


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**Temporary Food
 Establishment
 Guide**



PERMIT INTENT & TERM:

A temporary food establishment permit allows food service operations under reduced requirements for not more than 14 consecutive days in conjunction with a single event, promotion or celebration.

PERMIT REQUIRED:

Persons vending food or beverages or offering samples of such products must secure a Fort Worth Consumer Health Division temporary permit prior to operation.

A temporary permit is required for food service conducted *outside or off-site* of retail food establishments permitted for year-round or seasonal operation.

Permits from other health authorities are not acceptable.

Illegal, unpermitted food vendors will be subject to immediate closure and fines.

Vendors handling only commercial pre-packaged, shelfstable, non-potentially hazardous food products do not need a temporary permit.

FEES:

For each stand the fee is \$50 for the first day **plus** \$15 for each additional day. Permits must be purchased 3 business days before the event or a \$20 administrative fee will be required per applicant.

FOOD HANDLER CERTIFICATES:

All temporary event food workers shall obtain a food handler's certificate before working at the event. A schedule may be obtained by calling 817-392-7255. A certified food managers certificate may substitute for this requirement. *Volunteer food handlers performing charitable activities for a period of four days or less are exempt. Proof of chartered under the Texas Non-Profit Corporation Act and/or a 501-C exemption from the IRS must be presented at the time of application.*

CONSTRUCTION OF STAND:

All stands must have a suitable tight-fitting, water repellent roof or ceiling to provide for overhead protection of food preparation, cooking and serving areas.

All stands must have approved flooring, which

includes concrete, asphalt or tight-fitting plywood or other similar approved material.

If full walls and screening are not provided, other suitable methods of protecting food from contamination, such as containers, covers or wrappings must be used.

Adequate covered receptacles for disposal of solid waste must be provided.

Adequate toilet facilities must be accessible for workers.

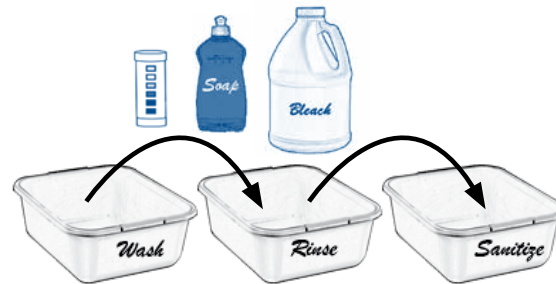
WATER SUPPLY & WASTE WATER DISPOSAL:

Potable water shall be from an approved source and must be kept onsite in sufficient quantities for each day's use.

All waste water generated from the temporary food establishment (*from beverage dispensers, sinks, steam tables, ice melt, etc.*) shall be disposed into the sanitary sewer system or approved onsite sewage system.

UTENSIL WASHING FACILITIES:

Those stands that do not have 3-compartment sinks with hot and cold running water must provide the following:



Three (3) sturdy plastic or stainless steel containers sized to immerse all items will be provided for utensil cleaning and sanitizing using the following three step process.

Step 1. One container shall be used to wash (soapy water);

Step 2. One container shall be used to rinse (clean, clear water);

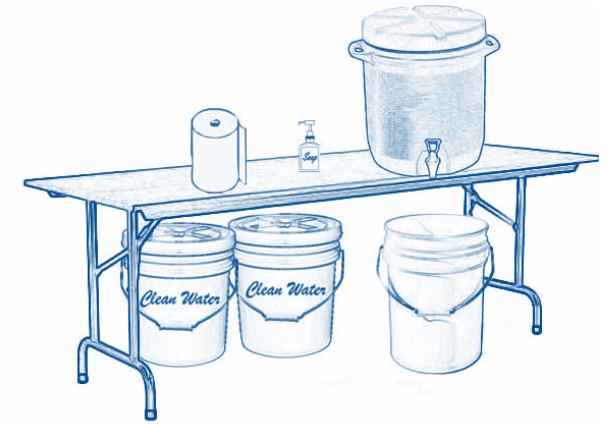
Step 3. One container shall be used to sanitize (liquid chlorine bleach/water solution). Use chlorine test strip to verify proper sanitizer solution strength of 50 to 100 ppm.

HAND WASHING FACILITIES:

Soap, paper towels and a container (5 gallon minimum) with a spigot that remains open freeing both hands to be scrubbed together shall be provided for hand washing.

Containers with self-closing spouts are not acceptable.

A bucket to catch waste water shall be provided.



FOOD PREPARATION:

All food must be from an approved source and/or licensed facility or prepared in the temporary booth. All condiments, including onions, relish, catsup, mustard, mayonnaise, etc., available for customer self-service must be available in single self-service packets or properly dispensed from sanitary dispensers.

An approved source is an establishment that is under inspection and/or licensed by a health authority.

NO food prepared in a private home may be sold or served to the public.

Only single-service, disposable items are to be provided for customer use.

All food, food containers, utensils, napkins, beverage cups, straws and other single service items must be stored at least six inches above the floor and protected from insects and environmental contamination.

All potentially hazardous food products must be stored at 41°F or lower or at 135°F or above. A metal stem thermometer (0°F to 220°F) must be available at the stands that sell potentially hazardous food.