



Palais des congrès
de **Montréal**



Instructions concerning the distribution of samples during an exhibition

- The free distribution food products should only be in sample size.
- The sale of a sample is forbidden at all times, except in a food convention and only after confirming with Capital catering.
- The products offered and distributed free, as sample sizes, during an exhibition should not come into competition or conflict with the sales at food concessions. These products must be part of the nature of the company. For example: a car dealer cannot give out juices or chocolates.
- The quantity considered as a sample size is 2 oz (56 ml) or less for liquids and 28 grams or 1 ounce for solids (the equivalent of a bite size)
- When there is distribution of water or juice bottles (355 ml to 500 ml) to visitors, the promoter or exhibitor has to pay a corkage fee of 1.50 \$ to Capital catering on every bottle, plus administration fee of 15%, plus provincial and federal taxes in effect.
 - On a sample size (2 ounces (56 ml) or less), the corkage fees are not applicable.
 - In a public exhibition, the corkage fee is not applicable if the water bottles are given out at the exit of the exhibit hall.
- In all cases, an agreement will be taken with the Montreal convention center for approval of fees, if applicable, for cleaning of the space being used (bottles, containers, utensils, etc.).

Traiteur exclusif du
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Exclusive Catering Service

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