



SAN DIEGO
convention center

BOOTH CATERING GUIDE 2018

GENERAL INFORMATION

PLEASE TAKE THE TIME TO FAMILIARIZE YOURSELF WITH OUR POLICIES.

POLICIES

- All food and beverage items in the Exhibit Halls must be purchased through the Food and Beverage Department. **THIS INCLUDES BOTTLED WATER.**
- Exhibitor Booth Catering **DOES NOT** supply tables or electrical for your booth. You **MUST** order through your service contractor.
- All food and beverage orders require full payment in advance. We accept American Express, MasterCard, VISA or Company Check. Please make checks payable to Centerplate.
- Initial order, as well as additional services ordered on site, will be billed to the customer's credit card.
- A 20% service charge will apply to all food, beverage and labor charges. Current state and local sales taxes apply to all food, beverage, labor charges, equipment rentals and service charges, and are subject to applicable tax laws and regulations.
- Disposable service ware is used on all food and beverage functions on the Exhibit floor.
- A \$30.00++ "Trip Charge" will apply for each food and beverage delivery.
- Centerplate requires that a SDCCC Bartender dispense all alcoholic beverages.
- Menu items and prices are subject to change without notice.
- To ensure availability of menu items, we encourage you to place your order 14 days prior to your scheduled event

CANCELLATION POLICY

- Full charges will be applied to cancellation of any menu items received within (72) hours, (3 business days), prior to delivery.

STAFFING

BOOTH ATTENDANT*	\$30.00 PER HOUR
BARTENDER*	\$30.00 PER HOUR
CHEF*	\$75.00 PER HOUR
DELIVERY FEE	\$30.00 PER TRIP

* Requires a 4 hr. minimum

EXHIBITOR BOOTH CATERING DOES NOT SUPPLY TABLES FOR YOUR BOOTH. YOU MUST ORDER THESE THROUGH YOUR SERVICE CONTRACTOR.

Please be advised that all food and beverage items in the exhibit halls must be purchased through the booth catering department –this includes bottled water.

To ensure availability of menu items, we encourage you to place your order 14 days prior to your scheduled event

A \$30.00++ delivery fee will be applied to all orders.



BEVERAGES

COFFEE SERVICE

FRESHLY BREWED COFFEE* (gallon) \$65.00

Freshly Brewed Coffee, Decaffeinated Coffee or Hot Teas
(Black and Herbal)

FRESHLY BREWED STARBUCKS COFFEE* (gallon) \$75.00

Freshly Brewed Starbucks Coffee, Decaffeinated Starbucks Coffee or
Hot Teas (Tazo)

**Includes Cups, Creamers, Sugar, Artificial Sweeteners, Stirrers and Napkins*

**Price per Gallon, 3-gallon minimum required..*

BEVERAGE SERVICE

ASSORTED CANNED SODA* \$96.00

BOTTLED SPRING WATER** \$128.00

BOTTLED SPARKLING WATER* \$108.00

ASSORTED BOTTLED FRUIT JUICES* \$114.00

ASSORTED GATORADE* (20 oz.) \$140.00

ASSORTED SNAPPLE* (20 oz.) \$140.00

ICED TEA*** \$45.00

LEMONADE*** \$45.00

ASSORTED JUICES*** \$45.00

Orange, Cranberry, or Grapefruit

** (24) Beverages per case, (1) Case Minimum Required*

*** (32) Eco-Friendly Bottles per case, (1) Case Minimum Required; Designed with 30% Less Plastic.*

**** Price per gallon, (3) Gallon Minimum Required.*

A \$30.00++ delivery fee will be applied to all above orders.



BEVERAGES CONTINUED...

CQ INFUSED HYDRATION STATION

INFUSED SPA WATERS* (3 gallon) \$175.00

Choice of flavors: Strawberry, Lemon, Red Raspberry, Peach, Mango or Red Raspberry Pomegranate infused with seasonal Fresh Fruit

INFUSED ICED TEA* (3 gallon) \$225.00

Choice of flavors: Red Raspberry, Red Raspberry Pomegranate, Peach, Mango or Passion Fruit infused with seasonal Fresh Fruit

INFUSED LEMONADE* (3 gallon) \$225.00

Red Raspberry, Red Raspberry Pomegranate or Strawberry infused with seasonal Fresh Fruit

**Delivered in a 3 gallon decorative infusion jar, includes disposable cups and napkins.*

Approximately 46 /7oz cups per container

Exhibitor to provide: Table or counter

WATER SERVICE

WATER DISPENSER \$55.00

Rental price per day. Rental Begins on first day of delivery, not first day of usage. Client must have a space that has (1) regular wall socket available for electrical power. Requires 100 volt, 15 amp electrical service.

(3) GALLON JUG OF WATER \$35.00

ICE (Price per 40 Pounds) \$30.00

A \$30.00++ delivery fee will be applied to all above orders.

BREAKFAST | BAKERY

BREAKFAST (10 person minimum required)

CONTINENTAL BREAKFAST

\$18.75

Assorted Fruit Juices

Freshly Baked Breakfast Pastries and Muffins

Freshly Brewed Coffee, Decaffeinated Coffee and Hot Tea

BREAKFAST ENHANCEMENT (Not offered a la carte)

ENGLISH MUFFIN BREAKFAST SANDWICH

with Scrambled Eggs, Pork Sausage and Cheddar Cheese

\$6.75

FROM THE BAKERY Price per dozen; (3) dozen minimum required

ASSORTED DANISH

\$49.00

ASSORTED MUFFINS

\$46.00

ASSORTED DONUTS

\$46.00

ASSORTED BISCOTTI

\$45.50

ASSORTED SCONES

\$48.00

ASSORTED BAGELS WITH CREAM CHEESE

\$49.00

FRESHLY BAKED COOKIES

\$39.00

FRESHLY BAKED BROWNIES

\$42.00

GOURMET CUPCAKES

\$68.00

CENTERPLATES SIGNATURE CHOCOLATE DIPPED CRANBERRY MACAROONS

\$43.00

CHOCOLATE DIPPED STRAWBERRIES

\$45.00

SHEET CAKES

(Choice of fruit or cream filling – Includes disposable cake knife, plates, forks and napkins)

FULL SHEET CAKE* (80 SLICES)

\$475.00

HALF SHEET CAKE* (40 SLICES)

\$250.00

**Custom Artwork available starting at \$200.00++; pricing may vary depending on intricacy of logo/design.
Contact your Catering Sales Manager for more information.*

A \$30.00++ delivery fee will be applied to all above orders.



PANTRY

FROM THE PANTRY

DOMESTIC CHEESE DISPLAY WITH CRACKERS (Serves 20 guests)	\$170.00
SEASONAL VEGETABLE CRUDITÉ WITH DIP (Serves 20 guests)	\$160.00
SLICED FRESH FRUIT	\$140.00
WHOLE FRESH FRUIT (Serves 20 guests)	\$60.00
POTATO CHIPS AND DIP (Serves 20 guests)	\$140.00
TORTILLA CHIPS WITH PICO DE GALLO (Serves 20 guests)	\$120.00
MIXED NUTS (2 pounds)	\$88.00
TRADITIONAL SNACK MIX (2 pounds)	\$48.00
MINTS (2 pounds)	\$56.00
PRETZEL TWISTS (2 pounds)	\$42.00
GRANOLA BARS (24 individual bars)	\$90.00
ASSORTED INDIVIDUAL BAGS OF CHIPS	\$3.00

A \$30.00++ delivery fee will be applied to all above orders.





LUNCHEONS

BUFFET LUNCHEON (Minimum of 10 guests)

GOURMET DELI BUFFET

\$47.00

Assorted Pre-made Sandwiches –Turkey, Roast Beef, Vegetarian and Submarine
Mustard and Mayonnaise, Chef's Selection of Deli Salad, Assorted Bags of Individual
Chips, Assorted Whole Fruit and Assorted Cookies

BOX LUNCHEON (10 box lunch minimum required)

BOX LUNCH

\$27.75

Choice of Turkey, Roast Beef or Vegetarian Sandwich
Served with Individual Bag of Chips, Freshly Baked Cookie and Canned Soda

GOURMET WRAP BOX LUNCH

\$30.00

Southwest Roast Beef Wrap with Grilled Peppers, Grilled Turkey with Pesto Wrap or
Grilled Vegetable Wrap
Served with Gourmet Potato Chips, Pasta Salad, Gourmet Brownie and Canned Soda

GOURMET SALAD BOX LUNCH

\$27.25

Chinese Chicken Salad or Grilled Chicken Caesar Salad
Served with Gourmet Potato Chips, Gourmet Brownie and Canned Soda

LUNCHEON SANDWICHES

ITALIAN SUBMARINE SANDWICH (serves 10)

\$100.00

Salami, Mortadella, Cappicola, Provolone Cheese, Lettuce and Tomato
On a 2-Foot Loaf of Crusty French Bread
Italian Dressing or Mustard and Mayonnaise

ALL AMERICAN SANDWICH PLATTER (serves 20)

\$200.00

An assortment of Traditional American Meats and Cheeses to include
Roast Beef, Ham, Turkey, Swiss and American Cheeses
Lettuce, Tomato and your Choice of Mustard or Mayonnaise

PLATTER OF ASSORTED MINI-SANDWICHES

\$200.00

Forty Mini-Sandwiches to include:
Turkey, Roast Beef, Ham and Chicken Salad

A \$30.00++ delivery fee will be applied to all above orders.

LUNCHEONS CONTINUED...

LUNCHEON SIDE SALADS (Each bowl serves 20 guests)

GARDEN SALAD

\$120.00

Mixed Field Greens, Tomatoes, Carrot Curls and Cucumbers
Choice of Ranch, Italian or Bleu Cheese Dressings
Served with Hearth Baked Rolls and Butter

CHICKEN CAESAR SALAD

\$140.00

Crisp Romaine Lettuce, Sliced Breast of Chicken and Garlic Croutons
Traditional Caesar Dressing
Served with Hearth Baked Rolls and Butter

MEDITERRANEAN SALAD

\$160.00

Mixed Field Greens, Slices of Grilled Marinated Breast of Chicken,
Grilled and Marinated Vegetables, Feta Cheese, Vine Ripe Tomatoes,
Kalamata Olives
Lemon Herb Vinaigrette
Served with Hearth Baked Rolls and Butter

A \$30.00++ delivery fee will be applied to all above orders.





RECEPTION

COLD HORS D'OEUVRES

Prices below are per dozen / 2 dozen minimum per selection

CHIMICHURRI SHRIMP SKEWER	\$75.00
WILD MUSHROOM BAGUETTE	\$63.00
AHI POKE With Wakami Salad, Tobiko and a Wonton Chip	\$72.00
CURRY CHICKEN ON TOASTED BRIOCHE	\$66.00
ANTIPASTO SKEWER with Artichoke, Tomato, Kalamata Olive and Mozzarella	\$75.00
STRAWBERRY STUFFED BRIE	\$75.00

HOT HORS D'OEUVRES

Prices below are per dozen / 2 dozen minimum per selection

DATE STUFFED WITH BLUE CHEESE WRAPPED IN BACON with Green Onion and Teriyaki Glaze	\$72.00
MEDITERRANEAN CHICKEN KABOB with Figs and Roasted Tomatoes	\$81.00
COCONUT CRUSTED SHRIMP with Ginger Sweet Chile	\$81.00
ANDOUILLE SAUSAGE EN CROUTE with Whole Grain Mustard	\$72.00
TANDOORI CHICKEN BROCHETTE	\$69.00
CARNITAS TAQUITOS with Cilantro Cream Fraiche	\$66.00

A \$30.00++ delivery fee will be applied to all above orders.



STATIONS

DESSERT STATIONS

20 guest minimum required per order

CHEESECAKE BITES STATION

\$14.75

New York Cheesecake Squares
Vanilla Bean and Scented Strawberry Compotes
Chocolate Fondue, Hazelnut Caramel Sauces
Toasted Almonds, Coconut and Whipped Cream

Client to Supply:

4x6 workspace · Minimum of (1) – (6) ft table · Trash Removal · Clean Up

PETIT PATISSERIE STATION

\$16.00

A gourmet selection of Miniature French Pastries, Petit Fours,
Mini Tartlets, Chocolate Truffles and Chocolate Dipped Strawberries

Client to Supply:

4x6 workspace · Minimum of (1) – (6) ft table · Trash Removal · Clean Up

A \$30.00++ delivery fee will be applied to all above orders.

ACTION STATIONS

Minimum guarantee per day will apply, plus a one-time set-up fee of \$100.00++

ICE CREAM NOVELTY CART

\$775.00

(1) Ice Cream Cart

Standard Cart to include: (163) Assorted Ice Cream Novelties
(Assorted Ice Cream Novelties)

Additional Ice Cream Novelties @ \$4.75++ each

Should you desire an experienced Booth Attendant to distribute the product,
a \$35.00++ per hour/four hour minimum labor fee will apply.

Client to Supply:

110 volt single phase (15) amp · 4x4 work space · Trash Removal · Clean Up

PREMIUM DOVE ICE CREAM CART

\$775.00

(1) Ice Cream Cart

Standard Cart to include: (100) Dove Ice Cream Novelties
(Assorted Dove Ice Cream Novelties)

Additional Ice Cream Novelties @ \$7.75++ each

Should you desire an experienced Booth Attendant to distribute the product,
a \$35.00++ per hour/four hour minimum labor fee will apply.

Client to Supply:

110 volt single phase (15) amp · 4x4 work space · Trash Removal · Clean Up

A \$30.00++ delivery fee will be applied to all above orders.



STATIONS CONTINUED...

ACTION STATIONS CONTINUED...

Minimum guarantee per day will apply, plus a one-time set-up fee of \$100.00++

GOURMET SOFT PRETZEL STATION

\$775.00

To Include: (130) Freshly Baked Gourmet Soft Pretzels
served with your choice of Nacho Cheese or Traditional Yellow Mustard
Heated Pretzel display Case, Napkins and Appropriate Supplies

Additional Pretzels @ \$6.00++ each

A Booth Attendant is required. A \$35.00++ per hour/(4) hour minimum labor fee will apply

Client to Supply: 110 volt single phase (15) amp · 4x4 work space · Minimum of one (6) ft table · Trash Removal · Clean Up

POPCORN CART

\$775.00

To Include: popcorn and (258) Popcorn Bags and Napkins

Additional Bags of Popcorn @ \$3.00++ each

A Booth Attendant is required to pop the corn and distribute the product to your guests @ \$35.00++ per hour

Client to Supply:

110 volt single phase (15) amp · 4x4 work space · Trash Removal · Clean Up

FRESH BAKED GOURMET CHOCOLATE CHIP COOKIE STATION

\$775.00

Featuring Otis Spunkmeyer Premium Gourmet Chocolate Chip Cookies

To Include: (238) Chocolate Chip Cookies*, Oven, Napkins and Appropriate Supplies

Additional Cookies @ \$3.25++ each

A Booth Attendant is required to bake and distribute the product to your guests.

A \$35.00++ per hour/(4) hour minimum labor fee will apply.

*A portion of the cookies will be pre-baked and delivered to your booth on trays.

Client to Supply: 110 volt single phase (15) amp · 4x4 work space · Minimum of one (6) ft table · Trash Removal · Clean Up

FROZEN BLENDED BEVERAGE STATION

\$800.00

Frozen non-alcoholic specialty drink with choice of (2) Flavors-Strawberry,
Wild Berry or Mango

Includes (145) 7oz. Blended beverages

Additional frozen drinks @ \$5.50++ each

A Booth Attendant is required to distribute the product.

Minimum Guarantee of \$800.00

A (2)-hour set-up time is required on the Show Floor.

A \$35.00++ per hour/(4) hour minimum labor fee will apply.

***Client to Supply: 110 volt single phase (6.5) amp · 4x4 work space
Minimum of one (6) ft table · Trash Removal · Clean Up***

A \$30.00++ delivery fee will be applied to all above orders.

STATIONS CONTINUED...

ACTION STATIONS CONTINUED...

Minimum guarantee per day will apply, plus a one-time set-up fee of \$100.00++

CAPPUCCINO CART

\$950.00

To Include: Coffee Beans and Grinder, Cups, Napkins, Stirrers, Sugar and Creamer
(190) Cups of Cappuccino and Espresso included.

(1) Experienced Booth Attendant, for a maximum of (4) hours

Cappuccino Machine set-up

(Machine is attached to a stainless steel cart to accommodate water supply and storage.)

Additional Cups of Cappuccino and Espresso @ \$5.00++ each

Minimum guarantee of \$950.00 per day will apply, plus a one-time set-up fee of \$100.00++.

Should you desire service for a longer period of time; a \$35.00++ per hour labor fee will apply.

**Client to Supply: (30) amp (3) Phase (5) Wire power (110) volt single phase (15) amp
4x4 work space and storage area · Trash Removal · Clean Up**

STARBUCKS CAPPUCCINO CART

\$1425.00

To Include: Starbucks Coffee Beans and Grinder, Cups, Napkins, Stirrers, Sugar and Creamer

(259) 12 oz. Cups of Cappuccino and Espresso Included

(1) Experienced Starbucks Barista for a maximum of (4) hours

Cappuccino Machine set-up

(Machine is attached to a stainless steel cart to accommodate water supply and storage.)

Additional Cups of Cappuccino and Espresso @ \$5.50++ each

Minimum guarantee of \$1425.00 per day will apply, plus a one-time set-up fee of \$100.00++.

Should you desire service for a longer period of time; a \$35.00++ per hour labor fee will apply.

**Client to Supply: (30) amp (3) Phase (5) Wire power (110) volt single phase (15) amp
4x4 work space and storage area · Trash Removal · Clean Up**

STARBUCKS SHAKEN TEA STATION

\$950.00

To Include: (180) 12 oz. Cups of Tazo Iced Black Tea or Tazo Iced Passion Tea,
handcrafted using a martini style shaker, Starbucks Logo Cups, Napkins and
Appropriate Supplies

Additional Cups of Tea @ \$5.25++ each

Minimum guarantee of \$950.00 per day will apply, plus a one-time set-up fee of \$100.00++.

(2) Booth Attendants Required.

*An additional Booth Runner may be required depending on volume.

A \$35.00++ per hour/(4) hour minimum labor fee will apply for each attendant.

**Client to Supply: 4x4 work space and storage area · Minimum of one (6) ft table
Trash Removal · Clean Up**

A \$30.00++ delivery fee will be applied to all above orders.





BOOTH CATERING ALCOHOL SALES INFORMATION

All alcohol sales and consumption in the San Diego Convention Center are regulated by the California Alcoholic Beverage Control and Centerplate is responsible for the administration of these regulations. No alcoholic beverages are allowed to be served by anyone other than San Diego Convention Center Food and Beverage Department Bartenders. Centerplate prohibits exhibitors and event participants from removing alcohol from the San Diego Convention Center.

DELUXE HOUSE WINE (bottle)

Beringer- Cabernet Sauvignon, Canyon Road Chardonnay \$32.00

PREMIUM HOUSE WINE (bottle)

Storypoint - Chardonnay \$36.00

Chateau Souverain - Cabernet Sauvignon \$36.00

CQ SIGNATURE DRINKS (50 drink minimum)

Assorted Flavors \$9.25

DOMESTIC BEER (case)

Budweiser, Bud Light, O'Doul's Amber (non-alcoholic) \$132.00

IMPORT BEER (case)

Stella Artois, Corona Extra \$174.00

LOCAL CRAFT BEER (case)

Karl Strauss - Red Trolley \$174.00

Stone – Delicious IPA (Gluten Reduced)

DRAFT BEER - DOMESTIC (keg)

Bud Light \$600.00

DRAFT BEER - IMPORTED (keg)

Heineken, Sam Adams \$775.00

DRAFT BEER - CRAFT BREW (keg)

Red Trolley \$775.00

SPARKLING WINE - CHAMPAGNE (bottle)

William Wycliff, California \$32.00

LaMarca Prosecco, Veneto, Italy \$40.00

Maschio Prosecco, Veneto, Italy \$48.00

Chandon Brut Classic, California \$56.00

Martinelli's Sparkling Apple Cider (non-alcoholic) \$27.00

A Bartender is required to distribute all alcoholic beverages.

A \$35.00++ per hour/(4) hour minimum labor fee will apply, plus a one time set up fee of \$100.00++.

Client to Supply: 4x4 work space · Trash Removal · Clean Up

**Special order wines, beers and champagnes are sold by the case only and are not based on consumption*

A \$30.00++ delivery fee will be applied to all above orders.



SPECIALTY BARS

SOUTH OF THE BORDER MARGARITA BAR

\$1113.75

To Include: (135) Margaritas on the Rocks

Additional Margaritas @ \$8.25++ each

Minimum guarantee of \$1113.75 per day will apply, plus a one-time set-up fee of \$100.00++.

A Bartender is required to mix and distribute the beverages.

A \$35.00++ per hour/(4) hour minimum labor fee will apply for each bartender.

Client to Supply: 8x8 work space · Trash Removal · Clean Up

MARTINI BAR

\$1113.75

To Include: (135) Martinis

Choice of Traditional, Cosmopolitan, Blue Hawaiian or Appletini

Additional Martinis @ 8.25++ each

Minimum guarantee of \$1113.75 per day will apply, plus a one-time set-up fee of \$100.00++.

A Bartender is required to mix and distribute the beverages.

A \$35.00++ per hour/(4) hour minimum labor fee will apply for each bartender.

Client to Supply: 8x8 work space · Trash Removal · Clean Up

CRAFT COCKTAILS

\$1110.00

To Include: (120) Drinks

Additional Drinks @ \$9.25++ each

Choose (1):

THE 1848: Mango Vodka, Lime Juice, Lemongrass Syrup & Club Soda. Garnished with a Cucumber

FINEST CITY FIZZ: Pineapple Vodka, Rum, Habenero Lime Syrup, Lime Juice, & Club Soda. Garnished with Lime

BEACH BREEZE: Rum, Lime Juice, and Pineapple Juice. Garnished with Pineapple

Minimum guarantee of \$1110.00 per day will apply, plus a one-time set-up fee of \$100.00++.

A Bartender is required to mix and distribute the beverages.

A \$35.00++ per hour/(4) hour minimum labor fee will apply for each bartender.

Client to Supply: 8x8 work space · Trash Removal · Clean Up

HOSTED BAR · on consumption

\$1025.00

To Include: Deluxe Wine, Domestic and Imported / Craft Beers, Bottled Water and Soda.

Minimum guarantee of \$1025.00 per day will apply

A Bartender is required to mix and distribute the beverages.

A \$35.00++ per hour/(4) hour minimum labor fee will apply for each bartender.

Client to Supply: 8x8 work space · Trash Removal · Clean Up

A \$30.00++ delivery fee will be applied to all above orders.

Centerplate holds the exclusive rights to all food and beverage within the San Diego Convention Center. This exclusive agreement prohibits exhibitors or other event participants from bring food or beverage into the San Diego Convention Center without the written approval of Centerplate - this includes bottled water. **Centerplate requires that a SDCC bartender dispense all alcoholic beverages.**

INSTRUCTION NOTE: Fill in and submit both the order form and the credit card authorization form completely to process your order.

Company Name: _____
 Billing Address: _____
 City: _____ State: _____
 Zip: _____
 Phone: _____ Fax: _____ Email: _____
 Booth #: _____ Event : _____
 Representative: _____ Title: _____
 On-Site Contact: _____ On-Site Cell #: _____

MENU ITEMS • SUPPLIES • EQUIPMENT

DELIVERY DATE	DELIVERY TIME	QTY	DESCRIPTION	UNIT PRICE	TOTAL PRICE

DELIVERY FEE • BARTENDER • BOOTH STAFF • KITCHEN LABOR

START TIME	END TIME	QTY	DESCRIPTION	UNIT PRICE	TOTAL PRICE

COMMENTS:

SUBTOTAL

20% SERVICE CHARGE

SUBTOTAL WITH SERVICE CHARGE

7.75% CA STATE TAX

TOTAL ESTIMATED CHARGES

To ensure availability of menu items, we encourage you to place your order 14 days prior to your scheduled event

Event Name: _____

Exhibitor Name: _____

On-Site Contact: _____ On-Site Cell #: _____

ONE OPTION BELOW MUST BE SELECTED:

- ☐ Company Check used for total charges on initial catering contract. Credit Card to be used for additional items ordered on site.
☐ Credit Card to be used for all charges Pre-Ordered for the show and additional items Ordered On-Site.

Credit Card #: _____ Credit Card Type: _____

Cardholder's Name: _____ Exp. Date: _____

CID #: _____

- ☐ Check this box if billing address for this credit card is the same as Address listed on page (1)

If the address is different, please fill in the information below for the credit card

Street Address _____

City _____ State _____ Zip _____

BY SIGNING BELOW, CUSTOMER AGREES TO PAY TOTAL CHARGES AS SPECIFIED ON THE CATERING CONTRACT AS WELL AS ANY APPLICABLE CHARGES FOR ADDITIONAL ITEMS ORDERED ON-SITE. CENTERPLATE WILL USE THIS AUTHORIZATION FOR ANY ADDITIONAL CHARGES INCURRED AS A RESULT OF ON-SITE ORDERS PLACED BY YOUR REPRESENTATIVE(S).

AUTHORIZED SIGNATURE _____ **DATE** _____

Once the above information has been completed, a Banquet Event Order (BEO) and Catering Contract will be processed. **Pre-Payment is required.** Payment arrangements can be made either by company check or credit card. Last page of this form is a fax cover page for your convenience.

PLEASE RETURN ORDER TO:
SAN DIEGO CONVENTION CENTER
ATTN: FOOD AND BEVERAGE DEPARTMENT
111 W. HARBOR DRIVE, SAN DIEGO, CA 92101
PHONE (619) 525-5800 • FAX (619) 525-5858

BOOTH ORDER FORM AND CREDIT CARD AUTHORIZATION MUST BE COMPLETED AND RETURNED TOGETHER FOR YOUR ORDER TO BE PROCESSED.

TODAYS DATE: _____

ATTENTION: **BOOTH CATERING DEPARTMENT – SAN DIEGO CONVENTION CENTER**

FAX NUMBER: **(619)-525-5858** # OF PAGES FAXED: _____

FROM: (CONTACT NAME) _____

(COMPANY NAME) _____

(FAX NUMBER) _____ (EMAIL) _____

EVENT NAME: _____ **BOOTH NUMBER:** _____

EVENT START DATE: _____ **CONTACT PHONE NUMBER:** _____

COMMENTS:

