

SAMPLING & SELLING POLICY

For Food & Non-Alcoholic Beverages

Levy retains the exclusive right to provide all food and beverage services throughout the David L. Lawrence Convention Center. Exhibitors may not provide any food or beverage items, for any purpose, unless specifically approved by Levy under the following guidelines.

Prior to booking booth space, exhibitors must request to sample/sell food & NA beverage and receive permission only upon written authorization from LEVY. Once approved by Levy, exhibitors must complete the appropriate forms with certificate of insurance and returning the forms to the Levy Catering Department **thirty (30) days prior to the start of the show.**

SAMPLING & SELLING REQUIREMENTS

FOOD	NON-ALCOHOLIC BEVERAGE
<ul style="list-style-type: none">• Samples are to be bite-sized & INDIVIDUALLY presented to guests via cup, plate or napkin• Items <u>sold</u> must be completely packaged/sealed with the intent for <u>offsite consumption only</u>	<ul style="list-style-type: none">• Samples are limited to a 2 ounce portion• The sale of full size, individual beverages is <u>NOT</u> permitted - this is a violation of the DLCC beverage agreements. Beverages can be sampled only.

As of March 23, 2022 per the Pennsylvania Liquor Control Board,
CONSUMABLE CBD CANNOT BE SOLD, SAMPLED OR CONSUMED ON DLCC PREMISES AS THIS VIOLATES THE DLCC LIQUOR LICENSE AND IS UNLAWFUL IN PENNSYLVANIA.

Examples include gummies, edibles, non-alcoholic beverages and tinctures.

In addition to the above requirements, each booth must adhere to the following:*

- Items dispensed are limited to those products that are manufactured, processed or distributed by the entity requesting permission. **Food/Beverage must be prepared in a state-registered Limited Food Establishment.**
- Each vendor is required to complete a certificate of insurance as outlined in the example on pages 4 & 5.
- **VENUESHIELD**
 - If items are NOT pre-packaged or sealed, vendors must have a breath barrier (sneeze guard) protecting the non-packaged items. The breath barrier shall be obtained by the vendor; in which they can do so independently. Any items given to a guest must be dispensed to the guest in a cup or on a plate/napkin. Examples include but not limited to: fudge, nuts, popcorn, baked goods and the like)
- **PER THE ALLEGHENY COUNTY HEALTH DEPARTMENT**
 - Each vendor is required to apply for a temporary health permit **SEE PAGE 6 - [website link here](#)**
 - Both Hand Sanitizer and Sanitizing wipes MUST be at each booth for staff use to disinfect/sanitize high-touch areas that are frequently used
 - Anyone assembling food or beverage onsite (not prepackaged before arrival to DLCC), must have a handwashing station per the ACHD guidance **SEE PAGE 6**

~If any of the above are not complied, Levy reserves the right to revoke approval on-site~

Requirements for food and beverage dispensing are subject to change based upon state requirements

For additional information, please contact the Levy Catering Sales Department

Lindsey Custozzo, Director of Catering Sales—lindsey.custozzo@levyrestaurants.com - 412.325.6162

Cailin Calub, Catering Sales Manager - cailin.calub@levyrestaurants.com - 412.325.6194

Danielle Williams, Catering Sales Manager - danielle.williams@levyrestaurants.com - 412.325.6173

Rachel Whaley, Catering Sales Manager—RWhaley@levyrestaurants.com - 412.325.6121

AUTHORIZATION REQUEST FORM

FOOD & NON-ALCOHOLIC BEVERAGES

Outside food vendors are considered any entity selling consumable food items within the DLCC.

These vendors are required to pay a flat fee based on the number of show days as follows:

1-2 day show - \$107.00

3-4 day show - \$214.00

5 or more day show - \$321.00

(All fees include PA sales tax of 7%)

Authorization Request Form:

Levy retains the exclusive right to provide all food and beverage services throughout the David L. Lawrence Convention Center. This exclusive agreement prohibits exhibitors or other event participants from importing ANY food and beverage into the David L. Lawrence Convention Center without written approval of Levy. Complete and return this form to receive authorization to sample and sell product prior to booking your booth space.

This policy is strictly enforced. Violations will result in products being removed from show floor.

Name of Show/Event: _____

Event Date: _____

Company Name: _____

Booth Number: _____

Contact Name: _____ Phone Number: _____

Email Address: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Product you wish to sample (if applicable): _____

Product you wish to sell (if applicable): _____

REMINDER: The sale of individual non-alcoholic beverages and consumable CBD is NOT permitted.

Anticipated Quantity: _____

Additional Comments: _____

Vendor Signature: _____ Date: _____

(Your signature identifies that you have read and understand the terms and conditions of this policy)

Approved: _____ Date: _____

Levy General Manager

Please return this form to the Levy Catering Department thirty (30) days prior to the start of the show along with the Certificate of Insurance & payment.



PAYMENT FOR SELLING & CHECKLIST

**Payment is required by any entity selling food items at the David L. Lawrence Convention Center.
The sale of individual non-alcoholic beverages is NOT permitted.**

In addition to completing the authorization form, food vendors are required to pay a flat fee based on the number of show days.

Company Name: _____

Name of Show/Event: _____

Event Date: _____

Please check the appropriate box:

- 1-2 day show - \$107.00 (includes tax)
- 3-4 day show - \$214.00 (includes tax)
- 5 + day show - \$321.00 (includes tax)

METHOD OF PAYMENT:

Levy accepts Credit Card or Check.

All payments must be received no later than 7 business days prior to the start of the show. **Any vendor with outstanding payment will be asked to leave the facility.**

Please check the appropriate box for the method of payment being provided to Levy:

Credit Card Payment:

Secure link via email

Email: _____

Payment via Check:

Made payable to **Levy Convention Centers**
Mail to: **1000 Ft. Duquesne Blvd.**
Pittsburgh, PA 15222

CHECKLIST

- Completed DLCC Authorization Request & Method of Payment Form**
- Certificate of Insurance** - with correct language (see example page 4 & 5)
- Hand Sanitizer and Sanitizing Wipes** for booth staff to clean and sanitize frequently touched surfaces and hands.
- Reviewed Allegheny County Health Department information** - from their [website link here](#) & **PAGE 6**

Vendor Signature: _____ Date: _____

(Your signature identifies that you have read and understand the payment terms and conditions of this policy)

SAMPLE - CERTIFICATE OF INSURANCE

Your insurance **MUST** have the exact information as highlighted on the sample.
REVIEW PAGE 5 for SPECIFIC LANGUAGE REQUIREMENTS.



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
Date Issued

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER	CONTACT NAME:
	PHONE (A/C, No. Ext):
INSURED	E-MAIL ADDRESS:
	INSURER(S) AFFORDING COVERAGE
INSURER A : Carrier with at least A Best rating & VIII Financial Si	
INSURER B :	
INSURER C :	
INSURER D :	
INSURER E :	
INSURER F :	

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:** Coverage limits must be no less than what is stated

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO THE EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADD'L SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	COMMERCIAL GENERAL LIABILITY <input checked="" type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO- <input type="checkbox"/> LOC <input type="checkbox"/> OTHER:		12345			EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ 5,000,000 PRODUCTS - COMP/OP AGG \$ \$ COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$ EACH OCCURRENCE \$ AGGREGATE \$ \$ PER STATUTE \$ OTHER \$ E.L. EACH ACCIDENT \$ 500,000 E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
A	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY <input type="checkbox"/> EXCESS LIAB	Y Y	123456			
	UMBRELLA LIAB <input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$ WORKERS COMPENSATION AND EMPLOYERS' LIABILITY <input type="checkbox"/> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? <input type="checkbox"/> (Mandatory in NH) <input type="checkbox"/> If yes, describe under DESCRIPTION OF OPERATIONS below					
A			123456			

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

To the extent that any of the additional insureds named herein are liable for occurrences arising out of the named insured's negligent acts or omissions, the insurance afforded to the additional insureds under this endorsement is primary insurance over any other valid or collectible insurance which the additional insureds may have with respect to loss under any of the listed policies. Other insurance of any additional insured applicable to loss is non-contributory and excess over the coverage provided by this endorsement, and the amount of the company's liability under this policy shall not be reduced by the existence of such other insurance.

Levy Premium Foodservice Limited Partnership; Levy, Levy Restaurant Limited Partnership, Levy GP Corp., Levy Holdings GP, Inc., Compass Group USA, Inc., Levy-Compass Group Holdings S.L., Compass Group PLC, Sports & Exhibition Authority of Pittsburgh and Allegheny County, the City of Pittsburgh, Allegheny County, the Commonwealth of Pennsylvania, ASM and SMG, including, but not limited to, all related partnerships, corporations and limited liability companies, whether currently existing or hereafter formed, and specifically including all of their respective owners, partners, shareholders, members, officers, directors and managers. 30 day cancellation notice.

CERTIFICATE HOLDER	CANCELLATION
Levy Restaurants David L. Lawrence Convention Center 1000 Fort Duquesne Blvd Pittsburgh, PA 15212	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE

© 1988-2015 ACORD CORPORATION. All rights reserved.

SAMPLE - CERTIFICATE OF INSURANCE

Your insurance **MUST** have the exact information as highlighted on the sample.
Below are the **SPECIFIC LANGUAGE REQUIREMENTS**.

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)	
<p>To the extent that any of the additional insureds named herein are liable for occurrences arising out of the named insured's negligent acts or omissions, the insurance afforded to the additional insureds under this endorsement is primary insurance over any other valid or collectible insurance which the additional insureds may have with respect to loss under any of the listed policies. Other insurance of any additional insured applicable to loss is non-contributory and excess over the coverage provided by this endorsement, and the amount of the company's liability under this policy shall not be reduced by the existence of such other insurance</p> <p>Levy Premium Foodservice Limited Partnership; Levy, Levy Restaurant Limited Partnership, Levy GP Corp., Levy Holdings GP, Inc., Compass Group USA, Inc., Levy-Compass Group Holdings S.L., Compass Group PLC, Sports & Exhibition Authority of Pittsburgh and Allegheny County, the City of Pittsburgh, Allegheny County, the Commonwealth of Pennsylvania, ASM and SMG, including, but not limited to, all related partnerships, corporations and limited liability companies, whether currently existing or hereafter formed, and specifically including all of their respective owners, partners, shareholders, members, officers, directors and managers. 30 day cancellation notice.</p>	
CERTIFICATE HOLDER	CANCELLATION
Levy Restaurants David L. Lawrence Convention Center 1000 Fort Duquesne Blvd Pittsburgh, PA 15212	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
AUTHORIZED REPRESENTATIVE	

© 1988-2015 ACORD CORPORATION. All rights reserved.

ACORD 25 (2016/03)

The ACORD name and logo are registered marks of ACORD

Description of Operations Must Include:

To the extent that any of the additional insureds named herein are liable for occurrences arising out of the named insured's negligent acts or omissions, the insurance afforded to the additional insureds under this endorsement is primary insurance over any other valid or collectible insurance which the additional insureds may have with respect to loss under any of the listed policies. Other insurance of any additional insured applicable to loss is non-contributory and excess over the coverage provided by this endorsement, and the amount of the company's liability under this policy shall not be reduced by the existence of such other insurance.

Levy Premium Foodservice Limited Partnership; Levy, Levy Restaurant Limited Partnership, Levy GP Corp., Levy Holdings GP, Inc., Compass Group USA, Inc., Levy-Compass Group Holdings S.L., Compass Group PLC, Sports & Exhibition Authority of Pittsburgh and Allegheny County, the City of Pittsburgh, Allegheny County, the Commonwealth of Pennsylvania, ASM and SMG, including, but not limited to, all related partnerships, corporations and limited liability companies, whether currently existing or hereafter formed, and specifically including all of their respective owners, partners, shareholders, members, officers, directors and managers. 30 day Cancellation notice.

ALLEGHENY COUNTY HEALTH DEPARTMENT

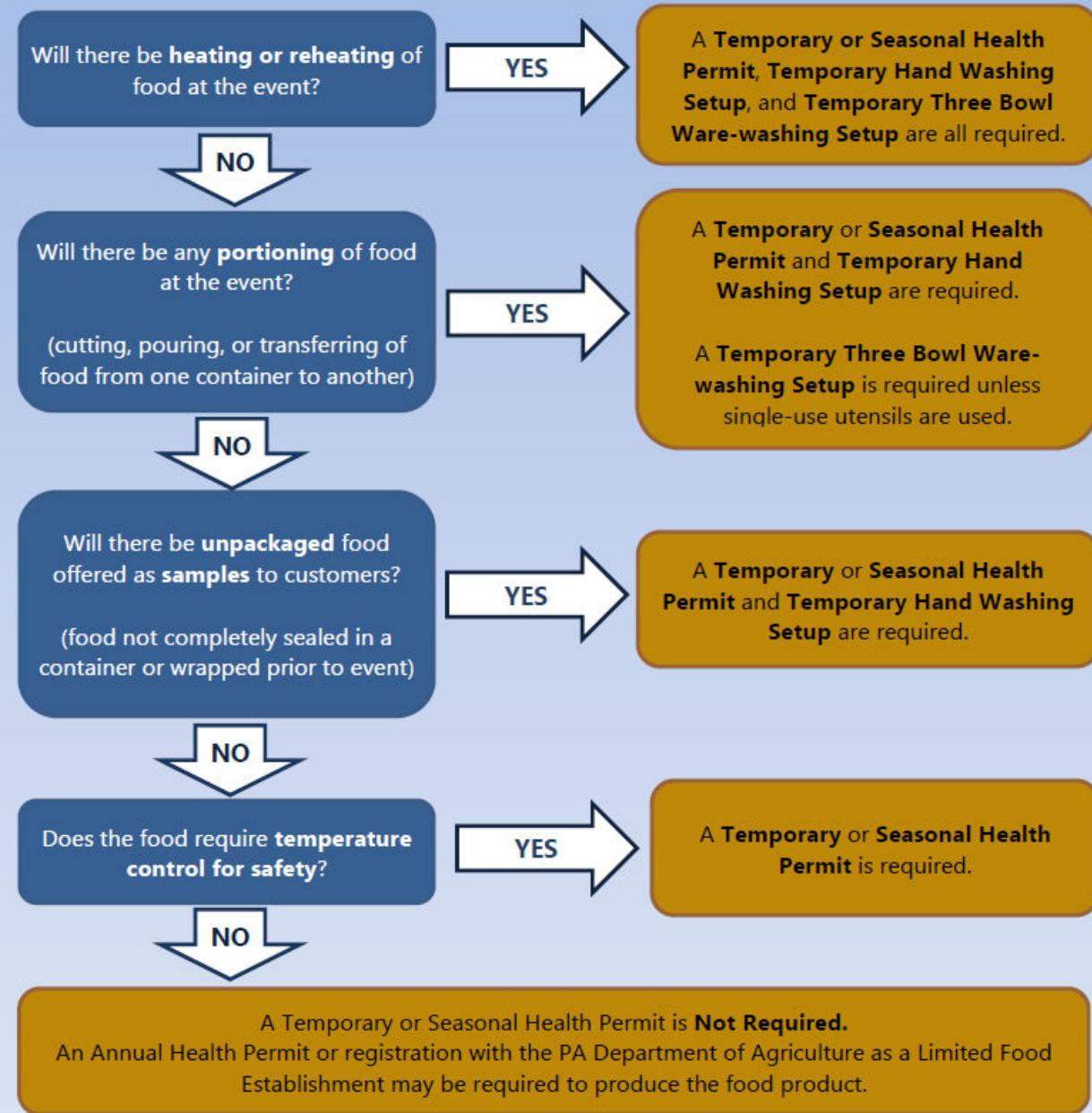
For questions regarding **Food Permits & Requirements**, please **contact the health department directly at 412-578-8044**, as Levy & DLCC do not act on their behalf.



Food Safety Permits

Temporary or Seasonal Food Stands Requirement Flow Chart

This chart shows the basic water supply and food permitting requirements for your temporary or seasonal food stand. For more information and to read the full requirements, please visit: <https://bit.ly/ACHD-Temp-Permits>.



Questions? Call or email:

Food Safety Program • 2121 Noblestown Road, Suite 210 • Pittsburgh, PA 15205
phone: (412) 578-8044 • fax: (412) 578-8190 • email: foodsafety@alleghenycounty.us

ALCOHOLIC BEVERAGE POLICY

Levy retains the exclusive right to provide alcoholic beverages per the PLCB Liquor License for the David L. Lawrence Convention Center. Exhibitors may not provide any food or beverage items, for any purpose, unless specifically approved by Levy under the following guidelines:

Exhibitors may request to sample/sell alcohol and receive permission only upon written authorization from LEVY and by completing the appropriate forms, PLCB documentation and submitting these with certificate of insurance to the Levy Catering Department

REQUIREMENTS TO TASTE & SELL ALCOHOL

Any exhibitor requesting product tastings and/or the sale of alcoholic beverages must receive permission from Levy.

Alcohol tastings are for market research and for educating consumers as to the qualities and availability of wines, spirits or malted brewed beverages and may be conducted by manufacturers, their representative, distributors, importing distributors or retail licensees provided they adhere to the following, per the Pennsylvania State Liquor Control Board and Levy Policies.

Exhibitors who qualify for a **Limited Winery Permit**, **Limited Distillery Permit**, or **Limited Brewery Permit** from the State of Pennsylvania are permitted with Levy approval to sample and sell product at the DLCC.

- 1) The exhibitor is required to provide a copy of the **PLCB Limited Exposition Permit** reflecting the dates of the show – See sample permit on page 4.
- 2) The exhibitor must complete the **Authorization Request & Payment Form (page 3)**. This is only a request to exhibit and sample alcoholic beverages - Levy reserves the right to approve or deny any application.
- 3) The exhibitor must submit the **Certificate of Insurance** exactly as show on page - See sample on page 5 & 6
- 4) Exhibitors must adhere to the sampling and selling guidelines outlined below:

ALCOHOL SAMPLE SIZE & SELLING GUIDE

WINERIES	DISTILLERIES	BREWERIES
<ul style="list-style-type: none">• Sample size not to exceed one (1) ounce• Selling by the bottle or case lot only• No individual glasses to be sold	<ul style="list-style-type: none">• Sample size not to exceed half (0.5) ounce• Selling by the bottle or case lot only.• No individual beverages to be sold	<ul style="list-style-type: none">• Sample size not to exceed two (2) ounces• Please speak to the Levy Sales Team about case lot sales• No individual glasses, bottles or growlers to be sold

Any exhibitor that is not a Limited Winery, Limited Distillery or Limited Brewery in the State Pennsylvania is not permitted to pour or serve their own samples, and is not permitted to sell products onsite.

Please contact the Levy Catering Sales Department for quotes on Bartender Fees.

ALCOHOLIC BEVERAGE POLICY

**ALCOHOL SOLD BY AN EXHIBITOR CANNOT TO BE CONSUMED ON DLCC PROPERTY.
THIS IS A VIOLATION OF THE DLCC LIQUOR LICENSE AND PROHIBITED BY THE PLCB.**

In addition to the requirements on Page 1, each booth must adhere to the following:*

- Signage provided by the DLCC stating that alcohol sold is NOT to be opened on DLCC property as this is a violation of the DLCC liquor license and prohibited by the PLCB (see page 7 for example)
- **VenueShield**
 - If items are NOT pre-packaged or sealed, vendors must have a breath barrier (sneeze guard) protecting the non-packaged items. The breath barrier shall be obtained by the vendor; in which they can do so independently.
- **Per the Allegheny County Health Department**
 - Both Hand Sanitizer and Sanitizing wipes MUST be at each booth for staff use to disinfect/sanitize high-touch areas that are frequently used

~If any of the above are not complied, Levy reserves the right to revoke approval on-site~

*Requirements for food and beverage dispensing are subject to change based upon state requirements

Delicensing Booth Fees:

Exhibitors who qualify for a Limited Winery Permit, Limited Distillery Permit or Limited Brewery Permit from the State of Pennsylvania are required to pay the \$107.00 Delicensing Booth Fee.
All fees include PA sales tax of 7%.

The de-licensing process allows the sampling and sale of alcohol from your designated booth space only.

The \$107.00 Delicensing Booth Fee is per show and must be accompanied by the following:

1. PLCB Limited Exposition Form
2. Certificate of Insurance with correct language
3. Authorization Request & Method of Payment Form

As of March 23, 2022 per the Pennsylvania Liquor Control Board,

CONSUMABLE CBD CANNOT BE SOLD, SAMPLED OR CONSUMED ON DLCC PREMISES
AS THIS VIOLATES THE DLCC LIQUOR LICENSE AND IS UNLAWFUL IN PENNSYLVANIA.

Examples include gummies, edibles, non-alcoholic beverages and tinctures.

For additional information, please contact the Levy Catering Sales Department

Lindsey Custozzo, Director of Catering Sales—lindsey.custozzo@levyrestaurants.com - 412.325.6162

Cailin Calub, Catering Sales Manager - cailin.calub@levyrestaurants.com - 412.325.6194

Danielle Williams, Catering Sales Manager—danielle.williams@levyrestaurants.com - 412.325.6173

Rachel Whaley, Catering Sales Manager—RWhaley@levyrestaurants.com - 412.325.6121

AUTHORIZATION REQUEST FORM & PAYMENT FOR DELICENSING

**Please complete this form for consideration to receive authorization to sample and/or sell
Alcohol at the David L. Lawrence Convention Center.**

Authorization Request Form:

Levy retains the exclusive right to provide all food and beverage services throughout the David L. Lawrence Convention Center. This exclusive agreement prohibits exhibitors or other event participants from importing ANY food and beverage into the David L. Lawrence Convention Center without written approval of Levy. Please complete and return this form to receive authorization to sample product.

This policy is strictly enforced. Violations will result in products being removed from show floor.

Name of Show/Event: _____

Event Date: _____

Company Name: _____ Booth Number: _____

Contact Name: _____ Phone Number: _____

Email Address: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Product you wish to sample & sell : _____

METHOD OF PAYMENT:

Levy accepts Credit Card or Check. All payments must be received no later than 7 business days prior to the start of the show. Any vendor with outstanding payment will be asked to leave the facility.

Please check the appropriate box for the method of payment being provided to Levy for the **\$107.00
delicensing fee:**

Credit Card Payment:

Secure link via email

Email: _____

Payment via Check:

Made payable to **Levy Convention Centers**
Mail to: 1000 Ft. Duquesne Blvd.
Pittsburgh, PA 15222

CHECKLIST

- Completed DLCC Authorization Request & Method of Payment Form**
- PLCB Limited Exposition Permit**
- Certificate of Insurance** - with correct language (see example page 5 & 6)
- Hand Sanitizer and Sanitizing Wipes** for booth staff to clean and sanitize frequently touched surfaces and hands.
- Booth Signage** - The provided signage will be posted visibly at my booth referencing alcohol cannot be opened on DLCC Property (page 7)

Vendor Signature: _____ Date: _____
(Your signature identifies that you have read and understand the terms, payment terms and conditions of this policy)

Approved: _____ Date: _____
Levy General Manager

SAMPLE - PLCB LIMITED EXPOSITION PERMIT



Month, Date, Year

Company Name

Address

Address

RE:

License No.

File/Job No.

Licensing Information Center

Dear Licensee:

An Exposition Permit is hereby granted to the above-referenced licensee for the premises/location listed herein. The hours of operation are limited to the hours permitted by law for your license type.

Dates:

Location: David L Lawrence Convention Center, 1000 Fort Duquesne Boulevard, Pittsburgh, Allegheny County, PA
Inside area: 8' x 10'

This permit authorizes sales of your product in volumes permitted under the authority of your license and to provide tasting samples in individual portions as permitted by law.

The area in question is currently subject to Levy Premium Foodservice, LP. However, during the dates in question, the area will be deemed to be subject to the special permit and not Levy Premium Foodservice, LP.

The areas approved by this permit must be defined by physical separation from any other areas or business, so as to clearly delineate the areas under the sole control for the purpose of the event and the subject permittee.

The Bureau of Liquor Control Enforcement of the Pennsylvania State Police is responsible for enforcement of the Liquor Code and PLCB regulations.

Sincerely,

A handwritten signature in black ink that appears to read "Tim Holden".

Tim Holden
Chairman

A handwritten signature in black ink that appears to read "Michael Negra".
Michael Negra
Member

A handwritten signature in black ink that appears to read "Michael Newsome".

Michael Newsome
Member

THIS IS THE LICENSE AUTHORITY

SAMPLE - CERTIFICATE OF INSURANCE

Your insurance **MUST** have the exact information as highlighted on the sample.



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
Date Issued

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER	CONTACT NAME: PHONE (A/C, No. Ext): E-MAIL ADDRESS:	INSURER(S) AFFORDING COVERAGE INSURER A : Carrier with at least A Best rating & VIII Financial Si	NAIC #
INSURED	INSURER B : INSURER C : INSURER D : INSURER E : INSURER F :		

COVERAGE **CERTIFICATE NUMBER:** **REVISION NU**
THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO THE EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADD'L INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	COMMERCIAL GENERAL LIABILITY CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR		Y Y	12345			EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ 5,000,000 PRODUCTS - COMP/OP AGG \$ OTHER: Policy dates ("effective" and "expiration") need to be current and cover the period work will be performed
A	GEN'L AGGREGATE LIMIT APPLIES PER: POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC						COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ OTHER: \$
A	AUTOMOBILE LIABILITY ANY AUTO OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY		Y Y	123456			EACH OCCURRENCE \$ AGGREGATE \$ OTHER: \$
	UMBRELLA LIAB OCCUR EXCESS LIAB CLAIMS-MADE						
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? <input type="checkbox"/> Y/N (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	N/A	Y	123456			PER STATUTE \$ OTH-ER \$ E.L. EACH ACCIDENT \$ 500,000 E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
A	Liquor Liability		Y Y	123456			Each Common Caus \$ 1,000,000 Aggregate \$ 5,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

To the extent that any of the additional insureds named herein are liable for occurrences arising out of the named insured's negligent acts or omissions, the insurance afforded to the additional insureds under this endorsement is primary insurance over any other valid or collectible insurance which the additional insureds may have with respect to loss under any of the listed policies. Other insurance of any additional insured applicable to loss is non-contributory and excess over the coverage provided by this endorsement, and the amount of the company's liability under this policy shall not be reduced by the existence of such other insurance. Levy Premium Foodservice Limited Partnership; Levy, Levy Restaurant Limited Partnership, Levy GP Corp., Levy Holdings GP, Inc., Compass Group USA, Inc., Levy-Compass Group Holdings S.L., Compass Group PLC, Sports & Exhibition Authority of Pittsburgh and Allegheny County, the City of Pittsburgh, Allegheny County, the Commonwealth of Pennsylvania, ASM and SMG, including, but not limited to, all related partnerships, corporations and limited liability companies, whether currently existing or hereafter formed, and specifically including all of their respective owners, partners, shareholders, members, officers, directors and managers. 30 day cancellation notice.

CERTIFICATE HOLDER

Levy Restaurants
David L. Lawrence Convention Center
1000 Fort Duquesne Blvd
Pittsburgh, PA 15212

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

© 1988-2015 ACORD CORPORATION. All rights reserved.

SAMPLE - CERTIFICATE OF INSURANCE

Your insurance **MUST** have the exact information as highlighted on the sample.

DESCRIPTION OF OPERATIONS BELOW				E.L. INSURE POLICY LIMIT		
A	Liquor Liability	Y	Y	123456	Each Common Caus Aggregate	1,000,000 5,000,000
DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)						
To the extent that any of the additional insureds named herein are liable for occurrences arising out of the named insured's negligent acts or omissions, the insurance afforded to the additional insureds under this endorsement is primary insurance over any other valid or collectible insurance which the additional insureds may have with respect to loss under any of the listed policies. Other insurance of any additional insured applicable to loss is non-contributory and excess over the coverage provided by this endorsement, and the amount of the company's liability under this policy shall not be reduced by the existence of such other insurance. Levy Premium Foodservice Limited Partnership; Levy, Levy Restaurant Limited Partnership, Levy GP Corp., Levy Holdings GP, Inc., Compass Group USA, Inc., Levy-Compass Group Holdings S.L., Compass Group PLC, Sports & Exhibition Authority of Pittsburgh and Allegheny County, the City of Pittsburgh, Allegheny County, the Commonwealth of Pennsylvania, ASM and SMG, including, but not limited to, all related partnerships, corporations and limited liability companies, whether currently existing or hereafter formed, and specifically including all of their respective owners, partners, shareholders, members, officers, directors and managers. 30 day cancellation notice.						
CERTIFICATE HOLDER			CANCELLATION			
Levy Restaurants David L. Lawrence Convention Center 1000 Fort Duquesne Blvd Pittsburgh, PA 15212			SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.			
			AUTHORIZED REPRESENTATIVE			

© 1988-2015 ACORD CORPORATION. All rights reserved.

ACORD 25 (2016/03)

The ACORD name and logo are registered marks of ACORD

Description of Operations Must Include:

To the extent that any of the additional insureds named herein are liable for occurrences arising out of the named insured's negligent acts or omissions, the insurance afforded to the additional insureds under this endorsement is primary insurance over any other valid or collectible insurance which the additional insureds may have with respect to loss under any of the listed policies. Other insurance of any additional insured applicable to loss is non-contributory and excess over the coverage provided by this endorsement, and the amount of the company's liability under this policy shall not be reduced by the existence of such other insurance. Levy Premium Foodservice Limited Partnership; Levy, Levy Restaurant Limited Partnership, Levy GP Corp., Levy Holdings GP, Inc., Compass Group USA, Inc., Levy-Compass Group Holdings S.L., Compass Group PLC, Sports & Exhibition Authority of Pittsburgh and Allegheny County, the City of Pittsburgh, Allegheny County, the Commonwealth of Pennsylvania, ASM and SMG, including, but not limited to, all related partnerships, corporations and limited liability companies, whether currently existing or hereafter formed, and specifically including all of their respective owners, partners, shareholders, members, officers, directors and managers. 30 day cancellation notice.

SAMPLE - BOOTH SIGNAGE FOR ALCOHOL

Each vendor/exhibitor is required to visibly post the below document at their booth. This document will be provided to you upon move-in.

Alcohol purchased
from this booth
cannot be opened on
DLCC property as this
is a violation of the
DLCC liquor license
and prohibited by the
PLCB.

Thank you for your
cooperation.

