



MARRIOTT  
CALGARY DOWNTOWN

**calgary** TELUS convention  
centre  
be part of the energy™

**2018 EXHIBITOR CATERING  
STANDARD FORM**

MAILING ADDRESS: 120 NINTH AVENUE SOUTHEAST CALGARY, ALBERTA, CANADA T2G OP3 PH 403.261.8500 FX 403.261.8510  
The Calgary Marriott Downtown Hotel is the exclusive provider of all catering services at the Calgary TELUS Convention Centre.

**No outside Food & Beverage allowed**

NAME OF SHOW: \_\_\_\_\_

**EXHIBITOR INFORMATION**

Booth #(s): \_\_\_\_\_ Show Dates: \_\_\_\_\_

Company Name: \_\_\_\_\_ Contact Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ Province/State \_\_\_\_\_ Code \_\_\_\_\_

Phone #: \_\_\_\_\_ Fax #: \_\_\_\_\_ E-mail: \_\_\_\_\_

**CATERING INFORMATION**

The management of banquet services at the Calgary TELUS Convention Centre offers a range of services to booths during the exhibit. If you wish to obtain other suggestions or information with respect to booth reception, please contact the Catering Sales Office at the Calgary TELUS Convention Centre. **Please note that no outside beverages and/or food may be brought on the premises by the promoter, or the promoter's exhibitors, participants or suppliers.**

- All catering orders should be received no later than 14 days prior to the start of the show.
- All food and beverage orders placed on-site will be from a reduced menu (Chef's Choice).
- Each booth must order a minimum of \$75.00 (before applicable service charges and taxes) or a delivery fee of \$25.00 will be applicable.

**BOOTH CATERING SERVICES**

	PRICE	QUANTITY	TOTAL
Client providing own espresso machine (corkage); upon facility approval.	\$250.00/booth/day		
Client providing their own "special label" bottled water (corkage); upon facility approval.	\$200.00/booth/day		
Client providing own popcorn machine (corkage); upon facility approval.	\$200.00/booth/day		
Facility providing popcorn machine; inclusive packages available upon request.			
Freshly Baked Croissants	\$34.00/dozen		
Assorted Danish Pastries	\$34.00/dozen		
Freshly Baked Muffins	\$34.00/dozen		
Freshly Baked Cookies	\$34.00/dozen		
Assorted Sweet Squares and Brownies	\$34.00/dozen		
Assorted Loaves	\$34.00/dozen		
Assorted Wraps/Sandwiches (3 pieces)	\$30.00/person		
Bagged Lunch to include (Sandwich, Caesar salad, Bottled Water, chips, granola bar)	\$33.00/box		
Vegetable Platter with Dip (min. 10 orders)	\$11.00/serving		
Cheese Board & Fruit & Crackers (min. 10 orders)	\$19.00/serving		
Sliced Fruits & Berries (min. 10 orders)	\$12.00/serving		
Assorted Pizza; 8 slices (served in box)	\$25.00/each		

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**BOOTH CATERING SERVICES CONTINUED**

	<b>PRICE</b>	<b>QUANTITY</b>	<b>TOTAL</b>
Starbucks Coffee (regular or decaf); 15 mugs/gallon	\$72.00/gallon		
Premium Tazo Tea Selections	\$50.00/half gallon		
Assorted Soft Drinks	\$4.50/can		
Bottled Water	\$4.50/bottle		
Bottled Assorted Fruit Juices	\$4.50/bottle		
Ice Cubes (includes delivery)	\$12.00/16 lbs.		
(Host) Domestic &/or Imported Beer - minimum charges applicable (plus a taxable 19% service charge and 5% GST)	\$8.00/Bottle		
Wine (Host) - minimum charges applicable (plus a taxable 19% service charge and 5% GST)	\$8.00/Glass		

**RENTAL OF SPECIAL EQUIPMENT AVAILABLE ON REQUEST**

Description of Equipment or Service			
A deposit of 50% is required when sending in your order form. Balance payable at the end of the function by credit card. <b>Prices subject to change without notice.</b> <b>All prices are subject to 19% service &amp; 5% GST</b>	<b>Sub Total</b>		
	<b>Service Charge 19%</b>		
	<b>Sub Total</b>		
	<b>GST 5%</b>		
	<b>TOTAL</b>		

**CATERING GUARANTEES**

Service Date(s)	Number of Persons	Service Time	

**METHOD OF PAYMENT**

COMPLETE ONE COPY OF THE CATERING CREDIT CARD AUTHORIZATION FORM FOR ALL SERVICES ORDERED.

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<b>NAME OF SHOW:</b>			
<b>EXHIBITOR INFORMATION</b>		<b>IMPORTANT – READ CAREFULLY</b>	
Booth #(s): _____	Show Dates: _____	<p>I, the undersigned, am the card holder of the credit card specified below.</p> <p>I further verify that the signature below is my signature as indicated on the reverse of the card specified.</p> <p>I hereby authorize the Calgary TELUS Convention Centre to charge my credit card for all catering/equipment services ordered.</p> <p>For a breakdown of the charges, please see Exhibitor Catering Order Form.</p>	
Company Name: _____			
Contact Name: _____			
Address: _____			
City: _____			
Province/State _____	Code _____		
Phone #: _____			
Fax #: _____			
E-mail: _____			

Check one   MasterCard  Visa  Amex

Card Number: \_\_\_\_\_ Expiry Date: \_\_\_\_/\_\_\_\_  
(Please print numbers clearly)

Cardholder Name (Print name as it appears on the card): \_\_\_\_\_

Cardholder Signature: \_\_\_\_\_

<b>Subtotal of Catering Charges</b>	<b>\$</b>
<b>Service Charge of 19%</b>	<b>\$</b>
<b>Subtotal</b>	<b>\$</b>
<b>GST</b>	<b>\$</b>
<b>Total Amount Due</b>	<b>\$</b>