



UTAH FOOD SERVICES

South Towne Expo Center and Salt Palace Convention Center

Policies & Procedures

Utah Food Service is the exclusive food and beverage contractor for the Salt Palace Convention Center and The South Towne Expo Center. Any food vendors requesting to sell or distribute a food product in either facility will need to comply with the requirements below.

YOU MUST RECEIVE SIGNED APPROVAL BY UTAH FOOD SERVICE BEFORE PURCHASING SPACE OR OBTAINING PERMITS FOR AN EVENT

FORMS NEED TO BE SUBMITTED TWO WEEKS IN ADVANCE

1. The product to be sold must be the primary business of the exhibitor
2. Alcohol and beverages in any size or form are not allowed to be sold or given away
3. Any food item that is readily consumable onsite, if approved, will operate under a UFS sub-contractor agreement and will be subject to the Salt Lake County contracted commission rate of 35% of gross sales less sales tax. Sales must be accounted for by an electronic register or similar accounting device. A copy of the sales report must be submitted to UFS each event day.
 - a. Approval to sell similar food items to those currently sold by UFS will not be granted.
 - b. Approval to sell similar food items to those currently sold by Vendors who are contracted through UFS will not be granted. Mexican Food, Cinnamon Almonds/Kettle Corn, Snow Cones & Cotton Candy, Smoothies, Breads & Pastries.
4. Items considered not readily consumable onsite i.e. jams, salsa, spices will not be subject to any commission fees.
5. Commercial, pre-packaged food items must not be single serving and must be sold for a minimum price of \$10.00 per item. These items are not allowed to be sold with utensils or other items that promote onsite consumption.
6. Fundraising/charity groups will not be allowed to sell food inside or outside either facility.
7. Food used as traffic generators must be purchased through Utah Food Service Catering 801-531-0226. This does not include sampling. If you are sampling your food product, please request "Sampling Application". 801-521-7585

To be approved for item 3, please contact Todd Patterson at 801-347-4703 or todd@wfsutah.com
To be approved for item 5, please fill out the information below and email to traci@wfsutah.com.
If you have any questions regarding any items, please call Traci at 801-521-7585.

FOOD ITEM TO BE SOLD	PRICE	SIZE/PIECES
_____	_____	_____
_____	_____	_____
_____	_____	_____