



Charlotte Convention Center Leisure Operations  
Booth Service Order Form

COMPANY NAME:	BOOTH #:
EVENT NAME:	
STREET ADDRESS:	
CITY, STATE, ZIP CODE	
ON-SITE CONTACT:	PHONE NUMBER/ FAX NUMBER:

**BOOTH SERVICE MENU**

No.	BEVERAGES	PRICE
	<b>COFFEE</b> (reg or decaf) please specify	
1	5 gallon urn (80 cups)	\$160.00
2	10 gallon urn (160 cups)	\$320.00
	<b>DECAF &amp; HOT TEA</b>	
3	1 gal Hot water with 10 Sanka and 10 tea bags	\$30.00
	<b>COFFEE KIT</b>	
4	Kit contains coffee brewer, 5 gal water, 10 coffee bags, 10 tea bags, 2 brewed decaf bags, 100 cups, creamers, sugars, artificial sweetener, stirrers and napkins. Brew as you need.	\$150.00
	<b>ASST. SOFT DRINKS</b>	
5	Pepsi, Diet Pepsi, Sierra Mist each	\$2.00
	<b>ICED TEA</b> (unsweetened)	
6	5 gal urn	\$145.00
7	10 gal urn	\$290.00
	<b>BOTTLED, MINERAL AND FLAVORED WATER</b>	
8	Bottled Water, each	\$2.50
9	Perrier, each	\$2.75
	<b>BOTTLED JUICE</b>	
10	Individual bottles (10 oz) each	\$2.50
	<b>BAGGED ICE</b>	
11	20 lb bag	\$10.00
12	40 lb bag	\$14.00
	<b>WATER SERVICE</b>	
13	5 Gallon Jug with Cooler (80 cups)	\$35.00
	<b>PASTRIES &amp; BAKED GOODS</b>	
14	Breakfast Pastries, Muffins and Croissants, per dozen	\$28.00
15	Bagels & Cream Cheese, per dozen	\$28.00
16	Biscuits (Ham, Sausage or Bacon), per dozen	\$30.00
	<b>LUNCH - DELI BOARD</b>	
17	6 ft Deli Style Hoagie (approx. 35 portions)	\$140.00
	<b>COLD DISPLAY</b> (10 person minimum)	
18	Vegetable Crudite with Dip (per person)	\$3.75
19	Cheese Display (per person)	\$4.25

**To facilitate your requests, please complete your order on the back of this form.**

No.	COLD HORS D' OEUVRES (100 pcs per order)	PRICE
20	Assortment of Cold Canapés	\$295.00
21	Iced Jumbo Shrimp	Mkt. Price
22	Curried Vegetable Tartelette	\$250.00
23	Salami & Olive Coronets	\$250.00
	<b>HOT HORS D'OEUVRES</b> (100 pcs per order)	
24	Chicken Tenders with Honey Mustard & Ranch dressings	\$250.00
25	Mini Crab Cakes with Red Pepper Tarter Sauce	\$295.00
26	Mozzarella Sticks with Marinara	\$250.00
27	Focaccia Provencal with Goat Cheese	\$250.00
	<b>ASST SNACKS</b>	
28	Jumbo Cookies (5"), per dozen	\$30.00
29	Large Brownies (3") per dozen	\$30.00
30	Trail Mix, per pound	\$15.00
31	Bar Mix, per pound	\$12.50
32	Potato or Tortilla Chips per pound	\$12.50
33	Dip or Salsa per pint	\$6.00
34	Mixed Nuts, per pound	\$22.50
35	Pretzels, per pound	\$12.50
36	Jumbo Pretzels per dozen	\$28.00
37	Gourmet Ice Cream Novelty bars, each	\$3.00
38	Popcorn Kit (includes all necessary containers and supplies to provide approx. 500 sample sized portions)	\$100+
39	Popcorn Machine Rental (plus tax, per day)	\$95.00
40	Whole Milk per gallon	\$12.50
41	2% Milk per gallon	\$12.50
42	Half & Half per quart	\$5.75
43	Pressurized Whipped Cream (per can)	\$5.50

**Chef Carved Items or Customized Menus available upon request.**

**Service Personnel are available at a rate of \$18.00 per hour with a 4-hour minimum.**

**All services are designed and packaged to be placed on your counters or booth tables. We are unable to provide tables on the exhibit floor. Contact the show decorator for additional tables.**

**BOOTH SERVICE ORDER REQUEST FORM**

DATE	BOOTH #	ITEM #	DELIVERY TIME	QUANTITY		PRICE		\$ AMOUNT
					X		=	
					X		=	
					X		=	
					X		=	
					X		=	
					X		=	
					X		=	
					X		=	
					X		=	

Sub Total	
19% Gratuity	
8.25% Sales Tax (calculated on the Sub-Total)	
Delivery Fee	\$30.00
Please Pay This Amount	

Please make all checks payable to: Charlotte Convention Center

Visa	MasterCard	American Express
Name:	Name:	Name:
Number:	Number:	Number:
Expires:	Expires:	Expires:

Authorized Signature: \_\_\_\_\_

Please return completed order form, with payment, to:

Charlotte Convention Center  
Leisure Operations  
501 South College Street  
Charlotte, NC 28202  
(704) 339-6051 - fax

**PAYMENT POLICY**

All Booth Service Orders require full payment when order is placed.  
Orders will not be processed without accompanying payment or credit card information.  
If additional food and beverage services are required, please contact Leisure Operations at (704) 339-6050.