



Sample Food And/Or Beverage Distribution

General Conditions

- Items distributed are limited to products manufactured or produced by the exhibitor.
- All items distributed are limited to sample sizes:
 - Beverages limited to maximum of 2 oz. containers
 - Food items limited to “bite size”: (1 oz. or less)
- If water is used for sampling, it must be **Dasani** brand water **ONLY**
- See page 2 for further requirements

Insurance Requirements

- Exhibitor shall procure and maintain - in full force - a policy or policies of commercial general liability insurance covering claims, demands, or actions arising out of or in connection with the vendor’s business. The limits of such policy or policies to be in an amount not less than \$1,000,000 per occurrence and shall include products liability coverage.
- Exhibitor(s) selling liquor or beer must provide proof of liquor liability coverage with \$1,000,000 per occurrence limits.
- It is required that insurance is with a company or companies having an AM Best rating of A- or better.
- Every vendor must comply with Oklahoma Labor Laws by having valid workers’ compensation insurance coverage for all employees working their operations.
- A Certificate of insurance must be provided by the vendor prior to working on the grounds.
- The vendors name must be listed as it appears on the contract. In addition, the certificate must name the following as additional insureds:
 - Oklahoma State Fair, Inc.
 - City of Oklahoma City
 - Oklahoma City Public Property Authority
 - EVENT NAME (Oklahoma City Home + Garden Show OR The OKC Home + Outdoor Living Show)

Approval Steps:

1. Submit page 2 completed with Certificate of Insurance to James.Johnson@okstatefair.com – please be sure you have the correct Event name (Oklahoma City Home + Garden Show OR The OKC Home + Outdoor Living Show). Each show must be submitted as a separate form.
2. Contact Oklahoma County Health Department to pay permit fee for licensing and inspection. Any questions can be answered by contacting Elaine at (405) 425-4327.

All general questions – contact Anne Ryan at 405-832-9090 or AnneR@MPEshows.com