



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:
EMAIL ADDRESS: (PLEASE PRINT)	

**BOOTH SERVICE MENU**

No.	BEVERAGES	PRICE
	<b>COFFEE</b> (reg or decaf) please specify	
1	5 gallon urn (80 cups)	\$170.00
2	10 gallon urn (160 cups)	\$340.00
	<b>DECAF &amp; HOT TEA</b>	
3	1 gal Hot water with 10 Sanka and 10 tea bags	\$34.00
	<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.	\$160.00
	<b>ASST. SOFT DRINKS</b>	
5	Pepsi, Diet Pepsi, Sierra Mist each	\$2.50
	<b>ICED TEA</b> (unsweetened)	
6	5 gal urn	\$155.00
7	10 gal urn	\$310.00
	<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	\$32.00
15	Bagels & Cream Cheese, per dozen	\$30.00
16	Biscuits (Ham, Sausage or Bacon), per dozen	\$40.00
	<b>LUNCH - DELI BOARD</b>	
17	6 ft Deli Style Hoagie (approx. 35 portions)	\$175.00
	<b>COLD DISPLAY (10 person minimum)</b>	
18	Vegetable Crudite with Dip (per person)	\$5.95
19	Cheese Display (per person)	\$6.95

**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 (100 pcs per order)</b>	
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 Provençal 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	\$13.50
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	\$13.50
36	Gourmet Ice Cream Novelty bars, each	\$3.50
37	Popcorn Kit (includes all necessary containers and supplies to provide approx. 500 sample sized portions)	\$100+
38	Popcorn Machine Rental (plus tax, per day)	\$95.00
39	Whole Milk per gallon	\$17.50
40	2% Milk per gallon	\$17.50
41	Half & Half per quart	\$8.00
42	Pressurized Whipped Cream (per can)	\$8.00

**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.**

**\*\*NO OUTSIDE FOOD AND BEVERAGE IS PERMITTED\*\***

**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

9.25% Sales Tax

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 by **February 10, 2012**, with payment, to:

Charlotte Convention Center Food and Beverage Department  
 501 South College Street  
 Charlotte, NC 28202  
 (704) 339-6051 - fax

**PAYMENT POLICY**

All Booth Service Orders require full payment when order is placed. Any additional charges will be charged to your credit card. Orders will not be processed without accompanying payment and/or credit card information. If additional food and beverage services are required, please contact Food and Beverage Department at (704) 339-6050.