EXHIBITOR ORDER FORM

EVENT NAME: BOOTH NUMBER:

COMPANY NAME:

CONTACT NAME:

PHONE NUMBER:

EMAIL ADDRESS:

ONSITE NAME + PHONE NUMBER:

ALL ITEMS SUBJECT TO AVAILABILITY

EMAIL THIS COMPLETED FORM TO YOUR CATERING MANAGER

PLEASE ALLOW UP TO 120 MINUTES FOR DELIVERY

ALL SERVICES ARE SERVED ON DISPOSABLE PLATTERS

EVENT DATE:	TIME:	QUANTITY:	ITEM:	PRICE:

Levy Restaurants is the exclusive catering company at Navy Pier

ABSOLUTELY NO FOOD OR BEVERAGE, CANDY, LOGO WATER, ETC ARE ALLOWED TO BE BROUGHT INTO NAVY PIER WITHOUT PRIOR AUTHORIZATION.

PAYMENT POLICY

FULL PAYMENT IS REQUIRED PRIOR TO COMMENCEMENT OF SERVICES.

A credit card must be on file for all orders

TABLES AND ELECTRICAL REQUIREMENTS

FOOD SERVICES DOES NOT PROVIDE TABLES OR ELECTRICITY IN YOUR EXHIBIT SPACE OR MEETING ROOM SPACE. TABLES AND ELECTRICITY MUST BE ORDERED THROUGH THE APPROPRIATE CONTRACTOR.

OTHER CHARGES

THERE IS A $50.00 MINIMUM FOR EACH BOOTH DELIVERY

Levy