



## Exhibitor Supply Order Form

Levy Restaurants at the

GEORGIA WORLD CONGRESS CENTER  
285 Andrew Young International Blvd., Atlanta, GA 30313 | (404)223-4500  
[foodservices@levyrestaurants.gwcc.com](mailto:foodservices@levyrestaurants.gwcc.com)

<b>Company Name:</b>		<b>Guest Count:</b>	<b>Event Name:</b> IDDBA 2022
<b>Contact Name:</b>		<b>On-Site Contact:</b>	<b>Booth #:</b>
<b>Address:</b>		<b>Credit Card #</b>	
<b>Telephone:</b>	<b>Fax:</b>	<b>Credit Card Type:</b> __AmEx __MC __VISA	
<b>E-Mail Address:</b>		<b>Credit Card Expiration Date:</b>	
		<i>*Credit card is required for each order</i>	
<b>Dates of Order/Rentals:</b>		<b>Delivery/Pickup Time:</b>	<b>Security Code</b> (3 Digit Number Back of Card): _____

Items	Quantity	Price	Items	Quantity	Daily Rental Price	Replacement Cost
<b>DISPOSABLE WARE</b>			<b>EQUIPMENT RENTAL</b>			
Disposable Serving Fork 144 ct		\$75.00	Small Refrigerator (Visi/Coke)		\$50.00	\$2,000.00
Serving Spoon 144 ct		\$75.00	Large Refrigerator (Visi/Coke)		\$75.00	\$4,500.00
Ladle 48 ct		\$110.00				
Tongs 48 ct		\$75.00				
Disposable Forks 500 ct		\$150.00	<b>WATER COOLERS, ETC.</b>			
Disposable Knives 500 ct		\$150.00	Water Cooler Rental (per day)		\$75.00	
Disposable Spoons 500 ct		\$150.00	5-Gallon Water Jug		\$32.00 each	
Disposable Cutlery Kit 250 ct		\$175.00	PC Creamer 500 ct		\$50.00	
Beverage Napkins 4000 ct		\$50.00	<b>MISC</b>			
Dinner Napkins 3000 ct		\$175.00	Sugar, Equal, Sweet-n-Low Packets 500 ct		\$65.00	
<b>DISPOSABLE CUPS</b>			20 lb. Bag of Ice - each		\$25.00 each	
5.5oz Plastic Portion Cup 2500 ct		\$175.00	<b>LABOR/ PERSONNEL</b>			
9oz Squat Cup 1000 ct		\$180.00	Cooks		\$60.00 Per Hour	
12oz. Paper Coffee Cups 1000 ct		\$175.00	Stewards		\$50.00 Per Hour	
14oz. Plastic Cold Cups 1000 ct		\$175.00	Wait staff*		\$200.00 Per 4 Hours	
Coffee Stirrers (wood) 5000 ct		\$75.00	Captains*		\$200.00 Per 4 Hours	
<b>DISPOSABLE PLATES &amp; BOWLS</b>			<b>OTHER MISC.</b>			
Plates- 6 inch 1000 ct		\$110.00	Vinyl Glove (Med, Large, XL)		\$80.00/ 10-100ct.	
Plates- 9 inch 500 ct		\$150.00	Sani-Wipes 6-300 ct		\$175.00	
5oz Bowl 500 ct		\$175.00	Sternos-Wick 6 hr		\$7.00 Each	
<b>DISPOSABLE PLATTERS</b>						
Platter 12" Round Black 25 ct		\$135.00				
Platter 16" Round Black 25 ct		\$200.00				

### INSTRUCTIONS

1. Equipment and Supply Orders must be received no later than THREE (3) weeks prior to show dates to ensure confirmation.
2. 24% Service Charge, 8% Sales Tax, and 3% City Liquor Tax (where applicable) will be added to total.
3. Equipment and Supply Order function sheets, a confirmation number and the total amount due will be sent to you. PLEASE contact our office if you do not receive confirmation of your services. Full payment (by cash, company check or credit card) must be received 72 hours prior to the start of services.
4. Limited supplies are available for on-site replenishments; cannot be guaranteed. **A credit card is required for any on-site additions.** A Supply Store with limited product and quantities may be available on show floor during show hours. Talk to Sales Manager to see if this applies for your show.
5. Any changes (no changes for supply orders; rentals only) for the next day must be made by 3 pm the previous day. Cancellations for Supply Orders require a ONE (1) week notice or full charges will be incurred.
6. Any unreturned items will be charged to client for its purchase price as listed above.