

# SAVOR...

SAVOR...Chicago is the exclusive food and beverage provider for McCormick Place Convention Center. All food and beverage items must be supplied and prepared by SAVOR...Chicago. No food or beverage of any kind is permitted to be brought into the facility by the patron or any of the patron's guests or invitees (exclusive of the Exhibitor Personal Consumption Policy). Food items may not be taken off the premises; however, excess prepared food is donated under regulated conditions to agencies feeding the underprivileged.

## MENU SELECTION

The menus have been designed to maximize the guest's satisfaction. To assure availability of menu items, please provide the Catering Sales Manager with the food and beverage selections a minimum of four (4) weeks prior to the first function. Every effort will be made to accommodate requests for special, religious or dietary requirements that SAVOR...Chicago is made aware of.

## PRICING

Published pricing does not include service charge (currently 21.50%) or applicable taxes. Pricing is subject to change without notice and will be guaranteed when contracted.

## GUARANTEES

In order to ensure the success of the function(s) and the satisfaction of the guests, food and beverage quantity guarantees must be received by the Catering Sales Manager no later than five full business days (Monday – Friday) prior to the event for functions up to 1,000 guests. Function of 1,001 guests or more must be guaranteed ten full business days prior to the event. The Customer may be required to provide a guarantee earlier if special products or preparations are required. If the guarantee is not received, SAVOR...Chicago reserves the right to charge for the expected number of guests or quantities specified on the banquet event order(s). If the attendance is higher than the given guarantee the charge will be for the actual function attendance. Increases and/or new orders made within seventy-two hours of the function are subject to an additional 20% fee based on the menu price. Plated or Buffet functions with a guarantee of less than 25 guests will be subject to labor fees.

## BEVERAGES

SAVOR...Chicago offers a complete selection of beverages to complement each function. Alcoholic beverages and services are regulated by the Liquor Control Board. SMG/SAVOR...Chicago, as licensee, is responsible for the administration of these regulations. No alcoholic beverages may be brought onto the premise from outside resources; nor may it be removed from the premise. We reserve the right to refuse alcohol service to intoxicated or underage persons. Where applicable, Customer is responsible to pay all minimum sales guarantees included on Banquet Event Orders. Customer will receive credit for cash sales, not to exceed amount of minimum sales guarantee listed on the Banquet Event Order for that function.

## PAYMENT/DEPOSIT/CONTRACT

A deposit in the amount noted on the catering contract is due on the date specified. The amount of the deposit is 100% of the estimated catering expenditure based on planned functions. The signed contract and deposit are due in advance of the event. The actual revenue will be based on the signed banquet event order(s) and guarantee(s). The remaining balance of the deposit is due fourteen days in advance of the first function. Payment can be made via credit card, ACH wire or company check. A 2.5% service fee will be added to credit card charges over \$20,000.

## IMPORTANT INFORMATION

- Exhibit Floor catering is a drop off service. SAVOR...Chicago is not responsible for trash removal.
- Catering is delivered with disposable ware. China service is available with an associated fee.
- On-site pop up orders have a two hour delivery window
- SAVOR...Chicago is not responsible for supplying tables for catering services in your Booth. Please contact your General Contractor to order tables or designate appropriate counter space in your Booth.
- SAVOR...Chicago is not responsible for supplying power for catering services in your booth. Please contact your General Contractor to order electricity.
- SAVOR...Chicago Banquet Staff is available for hire in your Booth.