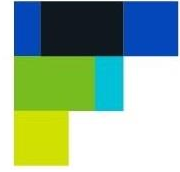


f CENTRE DE FOIRES



PRODUCTS SAMPLING
STANDARDS



Table of Contents

| | | |
|-----------|---|----------|
| 1. | Samples Offered Free by the Exhibitor..... | 1 |
| 1.1. | Alcoholic Products | 1 |
| 1.2. | Food Products | 1 |
| 2. | Product Samples Sold by the Exhibitor..... | 2 |
| 2.1. | Alcoholic Products | 2 |
| 2.2. | Food Products | 2 |

Appendix

Appendix 1 – Sample Authorization Form

1. Samples Offered Free by the Exhibitor

1.1. Alcoholic Products

- Booths and sample products must be authorized by ExpoCité;
- Exhibitors (or sponsors) must comply with RACJ standards and apply for a liquor licence (<https://www.racj.gouv.qc.ca/secteurs-dactivite/alcool/salon-de-degustation-ou-exposition.html>);
- Exhibitors may only distribute samples of products they manufacture and are promoting at their booth; otherwise, they must employ ExpoCité bar employees and purchase their products from ExpoCité;
- Exhibitors must comply with the following specific sample sizes, in accordance with the Liquor Licence Act¹, based on alcohol content:

| | |
|--------------------------------|--------|
| Maximum 7% | 100 ml |
| More than 7% and less than 20% | 50 ml |
| Minimum 20% | 25 ml |

1.2. Food Products

- Booths and sample products must be authorized by ExpoCité;
- Exhibitors may only distribute samples of products they manufacture and are promoting at their booth; otherwise, they must employ Groupe Sportscène (exclusive supplier of ExpoCité) employees and purchase their products from Groupe Sportscène;
- Exhibitors must comply with a “sample” size to be determined at the discretion of ExpoCité based on product type;
- Exhibitors must comply with MAPAQ food safety rules and those of all other government entities to prevent illness outbreaks and food poisoning.

In all cases, exhibitors must display, in full view, the signed authorization during the sampling period. Failure to comply will result in the ExpoCité personnel being authorized to terminate the activity without delay.

¹ <http://legisquebec.gouv.qc.ca/fr/ShowDoc/cr/P-9.1,%20r.%206>

2. Product Samples Sold by the Exhibitor

2.1. Alcoholic Products

- Booths and sample products must be authorized by ExpoCité;
- Exhibitors (or sponsors) must comply with RACJ standards and apply for a liquor licence (<https://www.racj.gouv.qc.ca/secteurs-dactivite/alcool/salon-de-degustation-ou-exposition.html>);
- Exhibitors may only distribute samples of products they manufacture and are promoting at their booths;
- Exhibitors must pay ExpoCité financial compensation* at a rate to be determined based on product type and event duration;
- Exhibitors must price their samples in compliance with the ExpoCité price structure according to product type;
- Exhibitors must comply with a “sample” size to be determined at the discretion of ExpoCité based on product type.

2.2. Food Products

- Booths and sample products must be authorized by ExpoCité;
- Exhibitors may only distribute samples of products they manufacture and are promoting at their booth;
- Exhibitors must use cash registers to manage their food transactions;
- Exhibitors must pay Groupe Sportscène financial compensation* at a rate to be determined based on product type and event duration;
- Exhibitors must comply with a “sample” size to be determined at the discretion of ExpoCité based on product type;
- Products distributed as samples must be designed for on-site consumption;
- Products distributed as samples must not be the same types of products as those available at Groupe Sportscène points of sale;
- Exhibitors must comply with the MAPAQ food safety rules and those of all other government entities to prevent illness outbreaks and food poisoning.

* If the show is entirely food-orientated or involves sampling alcoholic beverages, compensation may be waived (at the discretion of ExpoCité).

In all cases, exhibitors must display, in full view, the signed authorization during the sampling period. Failure to comply will result in the ExpoCité personnel being authorized to terminate the activity without delay.

Appendix

Sample Authorization Form



SAMPLE AUTHORIZATION FORM

| | | | | | | | |
|---------------------------------|------|-------|-----|--------------|----------------------|-------|-----|
| Name of Event | | | | | | | |
| Date | Year | Month | Day | To | Year | Month | Day |
| From | | | | | | | |
| Exhibitor's Name | | | | Contact Name | | | |
| Booth N° | | | | Phone N° | | | |
| Product Description | | | | Size | Rate (If applicable) | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| Authorization ExpoCité | | | | | | | |
| Signature | | | | Date | | | |
| Authorization Groupe Sportscène | | | | | | | |
| Signature | | | | Date | | | |



Please return the completed form to your event technician.