



CONTACT

Levy Convention Centers At The America's Center

701 Convention Plaza
St. Louis, MO 63101

Renee Simpson

314-342-5166

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Important Exhibitor Information

- All food and beverages must be ordered through Levy Catering, the exclusive caterer at the America's Center
- In ensuring the highest level of presentation, service and quality, we ask that all food and beverage selections be placed **30 days** prior to the event. Orders that are submitted less than two weeks in advance will be subject to a 10% increase.
- Payment will occur prior to the event and the designated card will be charged for anything added by the exhibitor during the event. A detailed invoice will be provided.
- Please note that all food and beverage items are subject to a 22% service charge plus applicable 11.179% sales tax.
- Please allow for a minimum of 45 minutes to one hour for all replenishment requests during the show.
- There will be a \$150.00 delivery charge on all orders.
- Exhibitors will be responsible for supplying any electricity required for service equipment, trash removal from booth, as well as tables needed for food service.

NO FOOD OR BEVERAGE FROM AN OUTSIDE SOURCE IS ALLOWED IN THE CONVENTION CENTER. ALL FOOD AND BEVERAGE IS SUPPLIED BY CONVENTION HOSPITALITY.

NAFSA 2020 Annual Conference

May 26-29, 2020

ALL DAY BEVERAGES	Price	Quantity	Date	Time (Start and End)
Freshly Brewed Regular And Decaf Coffee	\$52.00			
Hot Water With Assorted Tea Bags	\$40.00			
Assorted Soft Drinks	\$4.00			
Bottled Water	\$4.00			
5 Gallon Water Cooler With Dispenser	\$40.00			
20 Lb. Bag Of Ice	\$12.50			
Wine – Red, White, Rose, Or Sparkling	Market Price			
Domestic Beer	\$6.00			
Imported Beer	\$7.00			
Snacks	Price	Quantity	Date	Time (Start and End)
Assorted Cookies By The Dozen	\$53.95			
Trio Of Goopy Butter Bars	\$59.95 per person			
Sliced Fresh Fruit Platter	\$6.95 per person			
Granola Bars	\$3.50 each			
House-Made Granola Bars	\$62.95 per dozen			
Low Fat Fruit Yogurts	\$3.95 each			
Reception Bites	Price	Quantity	Date	Time (Start and End)
Artisan Cheese Board	\$14.95 per person			
Garden Fresh Vegetable Basket	\$13.95 per person			
Gourmet Flatbread Squares	\$12.00 per person			
Fresh And Exotic Fruit	\$175.00 per 25 guests			
St. Louis Original Toasted Raviolis	\$9.95 per person			
Wild Mushroom Truffle Aranchinis	\$5.95 per piece			
Antipasto Skewers- Aged Balsamic	\$5.95 per piece			
Cannelloni Bites – Pesto Cream	\$4.95 per piece			
Jumbo Pretzels	\$6.95 per person			
Crunchy Vegetable Chips	\$6.95 per person			
Quesadillas – Brisket, Ancho Chicken, or Vegetable	\$4.00 per piece			
Crab Rangoon – Sweet Chili Sauce	\$4.50 per piece			
Spring Rolls – Ginger Soy Sauce	\$4.50 per piece			
Pork Potstickers – Ponzu Sauce	\$4.95 per piece			
Beef Wellington Bites – Horseradish Cream	\$4.00 per piece			

**LEVY CONVENTION CENTERS
CATERING ORDER FORM
PAYMENT INFORMATION**

(Payment Information: Please print clearly)

Company Name _____
(print legibly)

Contact _____

Contact on site _____

Cell # _____

Email _____

Address _____

Company Phone _____

Fax _____

Credit Card Type

Visa Amex MasterCard

Number _____

Exp. Date _____ 3 digit Code _____
(Amex has 4 numbers on front)

Name on Card _____

Mailing address if different than above.

***Catering Requirements**

Catering contracts are required for all events. A contract will be provided to you, once your order form has been received.

***Ordering Forms**

Payment Information Page and the Menu & Functions Information Page are required to complete your order. Orders are only accepted via email. **Please**

email your order to:

rsimpson@levyrestaurants.com

***Payments & Deposits**

Our credit policy requires pre-payment in full for all catering events.

***Service Charge & Tax**

A 22% service charge and 1.5% tourism tax will be added to all food and beverage items, service charge, equipment rental, labor fees and décor. Sales tax will apply with exception to organizations that are tax exempt in the state of Missouri.

***Service Assistance**

Staff Culinaricians or Special Attendants @ \$150/four hour shift minimum.

For Catering Inquiries

Please contact:

Renee Simpson

Director of Catering Sales,

314-342-5166

rsimpson@levyrestaurants.com