



Exhibitor Hospitality Menu





Important Information

This menu is designed for Exhibitor Booth Service only. If you need service in a Meeting Room, please contact the Catering Sales Department for a full Catering Menu.

Ordering

All catering orders must be received 20 working days prior to first day of show. A 20% late fee will be charged for orders received after this deadline. Changes and/or cancelations must be received 3 business days prior to service. Late orders will be accommodated based on availability of product.

Payment Policy

Ovations requires full payment prior to service. A credit card authorization form must be on file for re-orders made on site. All services are subject to a 21% service charge.

NO EXEPTIONS.

Special Orders

We have listed in this menu what a wide spectrum of offerings designed with you, the Exhibitor in mind. Please feel free to contact the Ovations sale team with any special requests you might have.

Service Ware

All services are on disposable ware. If you require china service, please order items requested from our Equipment and Labor section. Please note, if china service is ordered, you are required to utilize Ovations service staff.

Service Personnel

If you require Ovations service personnel, please plan on 45 minutes each for set-up and breakdown per day. Please allow for a 15 minute break every 2 hours and a 30 minute break during a 6 hour shift.

Delivery Charge

A \$ 20.00 service charge will apply to all original orders of \$100.00 or less.

Pricing

Prices are subject to change without prior notice.

Unauthorized Food & Beverages

Ovations is the exclusive provider of food and beverages at the Iowa Events Center. No food and beverages of any kind is allowed into the Iowa Events Center without prior approval of the Ovations Director of Food and Beverage. A corkage fee will be required to be paid to Ovations.

Tables and Electric Service

Ovations does not supply tables for your booth. Tables and appropriate electric service must be ordered thru Exhibitor Service at 515.564.8036 (khaley@iowaeventscenter.com)



Important Exhibitor Food & Beverage Information

Food and Beverage Exclusivity

1. All food and beverage must be ordered through Ovations, the exclusive caterer at the Iowa Event Center facilities. No food or beverage will be permitted into the IEC by any exhibitor, show decorators, or any other vendors hired by the exhibiting company.

Complimentary Food and Beverage Samples

2. Only exhibitors with booths in the trade show exhibit hall may give away sample portions of the product they manufacture, produce or distribute, and must be show related. Sample sizes must be limited to four (4) ounces of beverage and three (2) ounces of food. No products may be sampled or given away outside of the exhibit hall or inside any meeting rooms of the IEC facilities.
3. Requests to provide sample food or beverage at the show must be made in writing at least 10 days prior to the start of the show, and include the name and dates of the exhibit, and the exhibitor's product to be sampled. The address to write for approval is:

Ovations Sales Office
730 3rd Street, Des Moines Iowa 50309
Tel: 515-564-8079
Fax: 515-564-8228
E-mail: kneilson@iowaeventcenter.com

Alcoholic Beverages Regulations

4. Ovations as the property licensee, retains the right for supplying and serving alcoholic beverages. By state liquor law statutes, no alcoholic beverages may be provided or served by any other entity while at the IEC and will be removed immediately from the premises. Bartender fees to serve alcoholic beverages at your booth is \$35.00 per hour, minimum of four (4) hours.

Candy Dishes

5. Items such as candy bars and bottled water must be purchased from Ovations. A hard candy dish provided complimentary by an exhibitor at their booth may be exempt, as long as the candy is bite sized, individually wrapped in portions of one ounce or less and manufactured in a licensed commercial facility.

Catering Services Policies

6. All food service ordered must be paid in full prior to any service commencing. We will accept company checks, VISA, Master Card, and American Express only, and a credit card is required to be on file for any additional services ordered during the show.
7. Please allow a minimum of 30-40 minutes for all replenishment requests during the show.

8. The exhibitor is responsible for supplying any electricity required for food service equipment and trash removal from the booth.
9. All service will be delivered on disposable ware unless special arrangements are made otherwise.
10. To all prices add 21% service charge.
11. On-site catering orders are handled in the catering office at the facility administrative offices. Last minute orders are subject to availability.



Beverages

Freshly Brewed Starbucks Premium Coffee	38.00 gal
Assorted Tazo Teas (50 Tazo Tea Bags includes)	38.00 gal
Tazo Iced Tea	30.00 gal
Hot Chocolate	30.00 gal

Coffee and Tea Service requires a minimum of three gallons.
Each gallon equals approximately 20 cups.
Refresh Trip Charge if less then 3 gal – 25.00

Starbucks Coffee Kit	175.00
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This “Make it Yourself” Coffee Kit contains a coffee machine, seven coffee packages, three decaf coffee packages and then Tazo tea bags.
Appropriate condiments included
(Requires 110v 20amp power connection)

Starbucks Coffee Kit Replenishment	150.00
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Replenishment consists of seven coffee packages, three decaf coffee packages and then Tazo tea bags.
Appropriate condiments are also refreshed

Assorted Canned Sodas	54.00 case*
Dasani Water	54.00 case*
Evian Water	75.00 case*
Assorted Bottled Fruit Juices	72.00 case*
Powerade	72.00 case*
Red Bull (regular or sugar free)	120.00 case*
Vitamin Water	72.00 case*
Lemonade	30.00 gal**
Fruit Punch	30.00 gal**

* 24 per case

**3 gal minimum

Water Cooler Rental	40.00 day
5 gal Water Bottle for Cooler	25.00 ea





Freshly Baked Goods by the Dozen

Assorted Donuts	24.00
Assorted Danish	30.00
Assorted Muffins	35.00
Assorted Bagels (served with butter and cream cheese)	40.00
Assorted Butter Croissants	36.00
Assortment of Scones	36.00
Gourmet Jumbo Cookies	30.00
Jumbo Cookies with custom Silkscreen Logo	40.00
Double Fudge Brownies	28.00
Assorted Gourmet Cup Cakes	30.00
Full Sheet Cake with custom Silkscreen Logo	300.00

Light Snacks by the Pound

Kettle Chips	15.00
Tortilla Chips	15.00
Pretzel Twists	12.00
Fresh Popped Popcorn	12.00
Mixed Nuts	22.00
Snack Mix (a mixture of spicy peanuts, pretzel and crisps)	22.00
Trail Mix	25.00

Dips

Ranch Dip	12.00
Salsa	15.00
Pico De Gallo	18.00
Chili con Queso	18.00
Spinach Dip	18.00



More Snacks and Treats by the Dozen

Price per dozen, 3 dozen minimum

Soft Super Pretzel (served warm)	30.00
Cheese Dip for your Super Pretzel (pint)	12.00
Cinnabon Pretzel with cream cheese dip	60.00
Cinnamon Sugar Coated Churros	25.00
Chocolate Covered Strawberries	36.00
Assorted Fresh Whole Fruit	24.00
Assorted Power Bars	20.00

Candy by the Pound

Jolly Rancher	10.00
Starlight Mints	8.00
Hershey's Kisses	15.00
Assorted Miniature Chocolate Bars	17.00
Assorted Miniature Candy Bars	22.00

Pizza

Each pizza is 14" and is cut in to 8 pieces.
Minimum order 4 pizzas.

Cheese Pizza	30.00
Pepperoni	34.00
Sausage	34.00
Ham	34.00
All Meat	34.00
Vegetarian	34.00

Add any of the following for \$ 2.50 ea:

Ripe Olive, Greene Pepper, Red Onion or Mushrooms.



Executive Box Lunches

5 Box Lunches minimum order

Stockyard Stacker

17.00

Slow Roasted medium rare roast beef thin sliced and piled high on a fresh pretzel roll with romaine lettuce, sliced tomato, imported brie cheese and a roasted red pepper mayonnaise.

Taste of Venice

17.00

Thin Sliced aged salami, capicola and black forest ham topped with fresh mozzarella basil and provolone cheese with romaine lettuce sliced tomato and olive tapenade on a freshly baked rosemary foccicia

The Yard Bird

16.00

Shaved oven roasted turkey breast with sliced havarti cheese iceberg lettuce and sliced tomatoes on flakey croissant finished with a house made sundried tomato mayonnaise.

From the Garden

15.00

Portobello mushroom, zucchini, red pepper, and carrots marinated in champagne vinaigrette and slow roasted to perfection. Served with shredded romaine lettuce and smoked Gouda, wrapped in a whole wheat tortilla.

All box lunches served with jumbo gourmet cookies Mss Vickie's kettle chips, fresh fruit and pasta salad.

Quiznos Salads

6 Salads minimum order

Grilled Chicken Caesar Salad

8.00

Fresh romaine lettuce topped with grilled chicken
And a parmesan cheese blend served with creamy Caesar Dressing

Chopped Cobb Salad

8.00

Fresh chopped romaine grilled chicken strips, red onions, tomatoes, and blue cheese crumbles served with buttermilk ranch dressing

Honey Mustard Chicken Salad

8.00

Fresh romaine hearts topped with chicken chopped
Bacon, red onions diced tomatoes and grated
Cheddar cheese served with honey mustard dressing



Hot Hors d'oeuvres

50 pieces minimum order

Miniature Beef Wellington

Tender beef and mushroom duxelle baked in a flaky puff pastry

Sausage Stuffed Mushroom Caps

Jumbo mushroom caps stuffed with sweet Italian sausage and feta cheese

Boneless Buffalo Wings

Spicy boneless chicken breast chunks served with blue cheese dip and celery sticks

Pork Wings

Slow cooked miniature pork shanks with a peach and huiuin glaze

Bacon Wrapped Scallops

Sea Scallops wrapped in apple wood smoked bacon

Chilled Hors d'oeuvres

50 pieces minimum order

Iced Jumbo Shrimp

Served with a spicy cocktail sauce and lemon wedges

Mediterranean Skewer

Marinated Kalamata olives, fresh mozzarella cheese artichoke hearts and cherry tomatoes

Boneless Buffalo Wings

Spicy boneless chicken breast chunks served with blue cheese dip and celery sticks

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Specialty Stations

Classic Chocolate Fountain 750.00

Attendant Required

Service includes 50 Strawberries, 50 Marshmallows, 50 Rice Crispy Bars, 50 Maraschino Cherries, 50 Oreo Cookies and 50 Angel Food Cake Squares as well as all chocolate needed.

All serving utensils are also included.

Requires 110v, 15 amp electrical service.

Antique Popcorn Cart 275.00



Attendant Recommended

Service includes one case of Popcorn Kits (popcorn, oil, salt), Popcorn Bags and Napkins.

You will have enough popcorn for approximately 200 2oz bags.

All serving utensils are also included.

Requires 110v, 15 amp electrical service.

Table Top Popcorn Machine 250.00



Attendant Recommended

Service includes one case of Popcorn Kits (popcorn, oil, salt), Popcorn Bags and Napkins.

You will have enough popcorn for approximately 200 2oz bags

All serving utensils are also included.

Requires 110v, 15 amp electrical service.

Additional Popcorn Kits (36 per case) 100.00

Approximately 200 2oz servings

Hawaiian Shaved Ice Cart 300.00



Attendant Recommended

Fair like canopy cart with a shaved ice machine.

Service includes Napkins, ice, cups and syrup for 200 servings.

Requires 110v, 15 amp electrical service.

Additional Syrup for Hawaiian Ice (per gallon) 45.00

Additional Ice for Hawaiian Ice (20 pound bag) 10.00



Soft Pretzel Station 250.00

Service includes heated display case, 100 soft pretzel, 50 servings of cheese dip, mustard, salt and napkins.

All serving utensils are also included.

Requires 110v, 15 amp electrical service.

Additional 100 Pretzel 200.00

Additional Cheese Sauce for Pretzel (50 cups) 75.00

Churro Station 250.00

Service includes table top Churro warmer, 100 12" Churros, cinnamon sugar and napkins. All serving utensils are also included.

Requires 110v, 15 amp electrical service.

Additional 100 Churros 200.00

Cookie Baking Station 350.00

Service includes Table top baking oven, one case (275) cookie dough pucks and napkins.

All serving utensils are also included.

Requires 110v, 15 amp electrical service.

Additional Case of Cookie Dough 300.00

Ice Cream Break

Minimum of 100 pieces

Freezer rental required



Haagen_Dazs Gourmet Ice Cream Bars 4.00

Edy's Dips (4oz Tub) 5.00

Nestle Toll House Cookie Ice Cream Sandwich 5.00

Nestle Drumstick 3.00

Nestle Ice Cream Sandwich 3.00

Nestle Push-Ups 2.00

Minute Maid Frozen Lemonade (12oz tubs) 4.00

Barques Frozen Root Beer Float 4.00

Freezer Rental per day 50.00

Requires 110v, 15 amp electrical service.



Bar Service

The following beverages can be ordered for your exhibit booth.

An Ovations bartender is required for any alcohol service.

Beverages are charged on a consumption basis.

A 450.00 minimum consumption for a four hour is required.

Each additional hour requires a minimum consumption of \$ 100.00.

Premium Brand Cocktails	6.00
House Wine by the Glass	5.00
Imported Beer Bottle or Can	6.00
Micro Brew Beer Bottle or Can	6.00
Domestic Beer Bottle or Can	5.00
Assorted Coke Products Cans	2.50
Dasani Water	2.50

Individual Priced Items

An Ovations bartender is required for all alcohol services

These beverages are not charged on consumption

Domestic Beer by the Keg Approximately 160 servings	325.00
Micro Brew by the Keg Approximately 160 servings	375.00
Imported Beer by the Keg Approximately 160 servings	400.00
House Wine by the Bottle Approximately 5 servings per bottle	20.00
Cocktail Punches by the Gallon	70.00



Equipment

If China Service is ordered, it is required that service personnel also be ordered to work in your exhibit. This will ensure that your area remains presentable throughout the day.

Full China Service	per setting	5.00
Coffee Cup, Saucer, Water Glass, Dinner Plate, Fork, Knife, Spoon and Napkin		
China Coffee Service	per setting	2.50
Coffee Cup, Saucer and Tea Spoon		
China Cocktail Fork and Spoon	per setting	2.50
China Soup Cup, Saucer and Spoon	per setting	2.50
Flatware	per setting	2.50
Fork, Knife and Spoon rolled in a White Linen Napkin		
Glassware	per piece	2.00
Juice Glass, Water Goblet, Wine Glass, High Ball or Champagne Glass Available		
White Linen Napkin	each	1.00
Linen Table Cloth	each	10.00
Table Skirting	Each	40.00

Disposables

16 oz Clear PLastic Cups	(50 count)	20.00
12 oz Paper Hot Cups	(50 count)	22.00
6" Black Cocktail Plates	(100 count)	35.00
9.5" Black Dinner Plates	(100 count)	40.00
White Dinner Napkins	(150 count)	20.00
White Cocktail Napkins	(300 count)	12.00
2oz Soufflé Cup	(250 count)	20.00
4oz Soufflé Cup	(250 count)	23.00



Ice

10.00

Ice is available in 20 pound bags
Exhibitor must supply container to hold ice in the booth

Vouchers

Would you like to treat your guests or customers to lunch or a drink?
We are able to provide you with vouchers in \$ 5.00 denomination
(\$ 250.00 minimum) that can be redeemed at our concession stands and
cash bars that are open during your event. We will personalize these
vouchers if you supply us with a PDF of your logo.

Labor

All Labor is listed by the hour, but subject to a four hour minimum per day.
The four hour minimum will include one hour of set-up, two hours of service and
one hour of breakdown.
After 8 hours per day the rate will increase to time and a half.
After 12 hours per day the rate will increase to time double time.
Our employees are entitled to two 15minute and one 30 minute break in a 8 hour
shift. Please allow for a second attendant if you require continues service.

Food Server	25.00
Runner	25.00
Busser	25.00
Dishwasher	30.00
Bartender	35.00
Chef	50.00

