REQUEST TO BRING OUTSIDE FOOD AND/OR BEVERAGE TO EVENT

This form should be submitted at least 30 days prior to your scheduled event to ensure all the proper information is received and reviewed by the necessary entities.

Please review and sign this form and the attached contract addendum. If approval is given by the Catering Sales Department, the addendum will be signed by Company, and the Addendum will be made a legally binding part of the Event Contract.

Approval of this request holds harmless NWC, NWCA, NWSS, CaterWest, and SSA Group LLC (collectively "Company") from any harm brought about by the transport and/or consumption of outside food or beverage brought into the Venue by Client.

Client understands that Company's liquor license requires that alcoholic beverages may only be dispensed by Company's employees and Client will not bring alcohol into the Venue under any circumstances.

_____, (CLIENT) requests to bring in outside food for _____(EVENT) on_____(DATE).

Client understands that any food and/or beverage items that are to be sampled must be in small bite sized portions or 2oz of liquid. Additional rules and guidelines found on separate Food Sampling Policy.

Listed below are the food and/or beverage items Client desires to bring to the Event and the names of the third parties who will be preparing/providing the food and/or beverages:

FOOD ITEM(S)	PROVIDED BY:
*	*
*	*
*	*

Client hereby waives and releases any rights, actions, or claims against Company, its subsidiaries and affiliates, for any liabilities and damages, including any food-borne illnesses, allergic reactions, and death, arising out of or in connection with Client's use of outside food or consumption or transport of products not provided by Company.

Client Signature: _____

Printed name:_____

Date:_____

ADDENDUM TO EVENT CONTRACT AND WAIVER OF CLAIMS

Client, [_____] hereinafter "**Client**" has hired SSA Group, LLC d/b/a CaterWest, hereinafter the "**Company**" and collectively the "**Parties**" for venue, food and beverage services for the event [_____] hereinafter "**Event**" at the National Western Complex hereinafter the "**Venue**" as evidenced by the Event Contract dated [_____].

Company is the exclusive food and beverage provider for events at the Venue and does not permit outside food to be brought into or consumed on the property without prior written approval by Company. Outside food is defined as food and/or beverages prepared (ingredients combined, cooked, packaged) and transported to the Venue by any means other than having it provided by Company.

Client has submitted the attached written request, which is incorporated herein, to bring outside food to the Event and Company approves this request upon Company's signature pursuant to the following terms and conditions:

1. Client may only bring outside food that has been approved and is listed on the attached form.

2. Client understands that Company cannot, and has no obligation to, ensure that Health Department guidelines are adhered to by third parties that have prepared outside food or that the food is handled in a safe manner. Company cannot ensure that third parties have tools in place to track allergens, ingredients, or food handling processes.

3. Client expressly and specifically assumes the risks, including any and all risk of injury, harm, or loss that may be incurred by Client or Client's guests by consuming food and/or beverage products that are not provided by the Company and holds Company harmless should any injury, harm, or loss arise from the consumption or transport of such products.

4. Client fully and forever releases and discharges Company from, and expressly waives, any and all liability, claims, and demands of whatever kind or nature, either in law or in equity, that may arise from Client's transporting or consuming outside food or beverage at the Event. Client agrees not to make or bring any such claim or demand against Company, and fully and forever releases and discharges Company from liability under such claims or demands.

Client

Signature:_____

Printed name: _____

Date:_____

SSA Group, LLC (Company)

Signature:_____

Printed Name:_____

Title:_____

Date:_____