



THE PALM BEACHES
PALM BEACH COUNTY
CONVENTION CENTER

KITCHEN USAGE FORM

There will be a DAILY FEE of \$250.00 (including 7% Tax) for the use of the kitchen
All Kitchen usage must be approved by Spectra Foodservices Representative prior to the
event. Please complete the following form and email to catering@pbconventioncenter.com

COMPANY NAME:

ADDRESS:

CITY, STATE & ZIP:

PRIMARY CONTACT
AND TITLE:

PHONE:

LOCATION OF
SERVICE:

PALM BEACH COUNTY CONVENTION CENTER

NAME & TITLE OF
ON-SITE CONTACT:

PLEASE CHECK ONE OPTION: AMERICAN EXPRESS VISA MASTER CARD

CARD NUMBER:

EXPIRATION DATE

DOLLAR AMOUNT(EST.EXPOSURE)

APPROVAL CODE

CARD HOLDER'S NAME AND TITLE:

I hereby authorize Palm Beach County Convention Center to apply all charges for services rendered to the above credit card.

CARD HOLDER'S SIGNATURE

650 Okeechobee Boulevard, West Palm Beach, FL, 33401
Tel: (561)366-3065 / fax: (561)366-3025