



**MANDATORY PROCESS TO APPLY FOR
PERMISSION FOR ANY SAMPLING OF FOOD BEVERAGE OR CONSUMABLE
AT NEW ENGLAND CANNABIS CONVENTION**

If you plan to sample any food, beverage, or consumable, or even just to give out a non-cannabis-related food product such as candy, at NECANN Boston, you **must** follow these steps:

1. **BY MARCH 8, 2024:** Fill out the attached Levy's Sampling Form and send it along with a copy of the product manufacturer's Certificate of Insurance to Angelica Rodriguez, Catering Sales Manager, Levy Restaurants, angelica.rodriguez@levyrestaurants.com.
2. Next, fill out the City of Boston Temporary Food Service Permit Application. Send the application, along with a copy of the Health Permit/License the manufacturer uses to produce the product to Carolyn Weston, Show Director, carolyn@necann.com by **February 24, 2024**. **DO NOT SEND ANY PAPERWORK TO THE CITY OF BOSTON DIRECTLY! NECANN SHOW MGMT MUST SUBMIT ALL APPLICATIONS!**
3. As soon as the Temporary Food Service Permit Application is approved, you will receive instructions and a link from the City of Boston via an email on how to pay the appropriate Temp Food Permitting & Administrative Fee. Permit fee is based on the number of days you plan to sample. First day is \$30. Then it's \$5 for every additional day, so for a two-day show, fee will be \$35. Administrative fee is \$100. You will need your permit application number to make this payment.
4. Once your Temporary Food Service Permit is obtained, you must send a copy of the permit to Angelica Roderiguez, Catering Sales Manager, Levy Restaurants, angelica.rodriguez@levyrestaurants.com in order to be able to sample at NECANN. (Permit must be on file with Levy Restaurants.)

If you have any questions, please contact Carolyn Weston at carolyn@necann or 508-561-6243 **BEFORE MARCH 8**. **Any applications received after the deadline will not be submitted and you will not be able to conduct sampling at the show.**