[O*n requestor’s letterhead*]

Date:

Marina Bay Sands Pte Ltd

10 Bayfront Avenue,

Singapore 018956

Attention: [Food & Beverage Department]

Dear Sir

Acknowledgement Of Liability On Consumption Of Food From External Vendors (Name of Company)

1. We, [Name of Organiser/Exhibitor] refer to the [event name] (the “Event”) held at [venue] (the “Exhibition Premises”) from [dates of duration of the Event].
2. Please note that [Name of Sponsor/supplier] (the “F&B Supplier”) is a sponsor/supplier for the Event and will be providing the following food and beverage items (“F&B Items”)for distribution to attendees of the Event:

**List of F&B Item(s)**

1. [item]
2. [Item]
3. [Item]
4. [Item]

*(Attach separate list, if required)*

1. In consideration for your consent to the provision of the F&B Items by the F&B Suppplier, we hereby indemnify and hold you harmless from and against any and all claims and demands (including third party claims and demands), loss and damage, cost and expense arising from, in relation to and/or in connection with the provision of the F&B Items howsoever arising, including but not limited to where such claims and demands, loss and damage, cost and expenses are in relation to personal injury (such as food poisoning and/or infection arising from consumption of the F&B Items) and loss and damage to personal property.

1. We further understand and acknowledge that:
2. a levy of S$2,500+ will be charged via credit card payment to MBS. Price is in Singapore dollar and subject to 7% GST charge.

MBS reserves the right to nullify this letter of request and the exhibitor’s F&B vendor shall not be allowed to operate in the exhibition halls if payment is not made **within 14 days** from the date of approval. MBS and the Organiser will also be indemnified against any arrangement made between the exhibitor and relevant F&B vendor(s) should dispute arises due to the nullification.

1. only the items listed above and in the attached list (if applicable) will be permitted into the Exhibition Premises during the Event. You shall be entitled to stop the delivery of and/or removal of any items not listed above and in the attached list (if applicable).
2. a copy of this letter duly endorsed by MBS must be presented to MBS security personnel together with the F&B Items by the F&B supplier for entry into the Exhibition Premises.
3. We enclose a copy of the F&B Supplier’s NEA license no. [ ] for your records and reference.
4. Please do not hesitate to contact our [name and contact details] for further information.

Yours sincerely,

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 For and on behalf of [Organiser Exhibitor]

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Name: Company Stamp

Title: