



June 4, 2024

Airport Dining and Retail Tenants/Concessionaires

Re: Airport Dining and Retail Pricing and Menu Mandatory Submittal Guidelines

PO Box 68727
Seattle, WA 98168-0727

FlySEA.org

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Operated by the
Port of Seattle

Below are the updated pricing increases and menu guidelines:

- All proposed price increases and menu changes are required to be submitted by each location.
- Must be submitted in this Excel format and approved in advance of being printed or going into effect.
- Must be submitted to your Airport Dining and Retail assigned Business Manager and Bridget Boldt at boldt.b@portseattle.org .
- The max approved percentage (%) increase is 10% over street; **not** 10% over the previous year's approved price.
- While menus may have some changes based on seasonal updates, price increases are only allowed **ONCE** a year.
- The Port provided submittal form must be completed and not altered.

Please let me know if you have any additional questions or concerns.

Sincerely

KHALIA MOORE
Senior Manager, Airport Dining and Retail