

## Booth Cleaning Service Order Form

The Metro Toronto Convention Centre is the exclusive provider of all cleaning services.

In order to arrange for janitorial service please complete this form:

SHOW: \_\_\_\_\_ SHOW DATES: \_\_\_\_\_  
 CONTACT NAME: \_\_\_\_\_ BOOTH #: \_\_\_\_\_  
 COMPANY NAME: \_\_\_\_\_  
 ADDRESS: \_\_\_\_\_ CITY: \_\_\_\_\_  
 PROVINCE / STATE: \_\_\_\_\_ EMAIL: \_\_\_\_\_  
 POSTAL CODE / ZIP: \_\_\_\_\_ PHONE #: \_\_\_\_\_ FAX #: \_\_\_\_\_  
 CREDIT CARD #: \_\_\_\_\_ EXP. DATE: \_\_\_\_/\_\_\_\_/\_\_\_\_ NAME ON CARD: \_\_\_\_\_  
 CARD HOLDERS SIG.: \_\_\_\_\_ CARD HOLDER'S EMAIL: \_\_\_\_\_  
 VISA      MASTERCARD      AMERICAN EXPRESS

**RATES** (includes vacuuming, dusting, cleaning of tables and emptying wastebaskets). **Rates are subject to change without notice.**

The rates are based on gross booth area. Prices are in Canadian funds. **Advanced Rate "Early Bird" Discount** end 14 days prior to event moving into the building / contracted space and are not specific to exhibitors move-in. **NOTE:** cleaning will be done prior to show opening on the dates required.

Rate Type	Advanced Rate Early Bird Discount	Regular / On-site Rate	Total sq ft	Total Days	Cost (\$)	Required Dates
<b>ONE Clean Only</b> (minimum charge \$42.00)	24 ¢/sq ft	30 ¢/sq ft	x _____	x _____	1 Day = \$ _____	_____
<b>Daily Cleaning (must be more than one clean)</b>						
under 1000 sq ft	18 ¢/sq ft	23 ¢/sq ft	x _____	x _____	Day(s) = \$ _____	_____
1001-2500 sq ft	17 ¢/sq ft	22 ¢/sq ft	x _____	x _____	Day(s) = \$ _____	_____
2501-5000 sq ft	16 ¢/sq ft	19 ¢/sq ft	x _____	x _____	Day(s) = \$ _____	_____
5001-10,000 sq ft	15 ¢/sq ft	18 ¢/sq ft	x _____	x _____	Day(s) = \$ _____	_____
10,001 sq ft + over	14 ¢/sq ft	17 ¢/sq ft	x _____	x _____	Day(s) = \$ _____	_____
Steam Cleaning	23 ¢/sq ft	29 ¢/sq ft	x _____	x _____	Day(s) = \$ _____	_____
Large Waste Receptacle			\$15/day	x _____	Day(s) = \$ _____	_____
Additional waste removal available on request Please provide details below under "Special Requirements" (including number of pickups and booth size) and a quote will be sent to you.						
Additional exhibit cleaning is available (minimum 4 hours) \$54.00/hr x _____ hrs = \$ _____						

Additional charges would be pending for carpet in need of special attention due to food sampling demonstrations, hair, wood, metal shavings, grease or oil.

**Special Requirements:**

**ALL ORDERS MUST BE PREPAID IN FULL**

AUTHORIZED CUSTOMER SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_ 20\_\_\_\_

SUB-TOTAL: \_\_\_\_\_

HST 13%: \_\_\_\_\_

**TOTAL PAID:** \_\_\_\_\_