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# 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> <small>(minimum charge \$42.00)</small>	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    .....    x	..... Day(s) = \$ .....	.....
Additional waste removal available on request <small>Please provide details below under "Special Requirements" (including number of pickups and booth size) and a quote will be sent to you.</small>						
Additional exhibit cleaning is available <small>(minimum 4 hours)</small>			\$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: \_\_\_\_\_ SUB-TOTAL: \_\_\_\_\_  
DATE: \_\_\_\_\_ 20\_\_\_\_\_ HST 13%: \_\_\_\_\_  
TOTAL PAID: \_\_\_\_\_