

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
ONE Clean Only (minimum charge \$42.00)	25 ¢/sq ft	32 ¢/sq ft	x _____ x _____	1 Day = \$ _____		
Daily Cleaning (must be more than one clean)						
under 1000 sq ft	19 ¢/sq ft	23 ¢/sq ft	x _____ x _____	Day(s) = \$ _____		
1001-2500 sq ft	18 ¢/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 \$55.00/hr x _____ hrs = \$ _____ (minimum 4 hours)						

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: _____