metro toronto convention centre

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Janitorial Service Order Form

The Metro Toronto Convention Centre is the exclusive provider of all cleaning services. External companies (including display houses) are prohibited from performing any type of janitorial service within the building.

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: ___/___ (mm / yy) 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)*	24 ¢/sq ft	30 ¢/sq ft	x	.....	x	1 Day =	$	.....
Daily Cleaning *(must be more than one clean)*								
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	15 ¢/sq ft	19 ¢/sq ft	x	.....	x	..... Day(s) =	$	.....
5001-10,000 sq ft	14 ¢/sq ft	18 ¢/sq ft	x	.....	x	..... Day(s) =	$	.....
10,001 sq ft + over	13 ¢/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)*				$53.00/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

SUB-TOTAL: _____

AUTHORIZED CUSTOMER SIGNATURE: _____ HST 13%: _____

DATE: _____ 20_____ **TOTAL PAID:** _____

HST# 12140 3141 RT0001

Return completed form to:
Metro Toronto Convention Centre, Exhibitor Services
255 Front Street West, Toronto, Ontario M5V 2W6
T: (416) 585-8387 | F: (416) 585-8388 | E: exhibitor-services@mtccc.com | www.mtccc.com