

Return to:  
**George Fern Company**

Expositions • Corporate Events • Exhibits

Nationwide

3752 Crittenden Drive Louisville, Kentucky 40209-1122  
 Telephone: 502.367.0254 Fax: 502.368.0284

**CLEANING SERVICE  
 ORDER FORM**

**DEADLINE** September 1, 2008  
 for return of this form:

**Cancellation:** Cancellation of any portion of Cleaning order after deadline, and before service, will be charged at 25% of prevailing rate.

The cleaning services provided by the exhibit hall include only a general sweeping of the aisle. All rental carpets ordered from the Geo. E. Fern Co. are installed in clean condition. Any cleaning service required within your booth space for debris accumulated during set-up and exhibit hours should be ordered below.

**VACUUMING / SHAMPOO**

All rates are based on the total square footage of your exhibit space. (100 square foot minimum)

Please check preference below:

- (903) DAILY - Vacuum carpet, empty wastebaskets and clean ashtrays before initial opening of exhibit and DAILY thereafter ..... \$ .27 Per Sq./ft. per day
  - (931) DAILY - Over 1000 Sq.Ft. .... \$ .22 Per Sq./ft. per day
  - (901) ONCE Vacuum carpet, empty wastebaskets and clean ashtrays ONCE before opening of exhibit ..... \$ .30 Per Sq./ft.
  - (905) SHAMPOO - ONCE before initial opening of exhibit ..... \$ .45 Per Sq./ft.
- There will be an additional charge for cleaning carpets that are subjected to excessive wear and tear such as wood or metal shavings generated by demonstrations in the booth, food sampling, landscape, etc.

**PORTER SERVICE**

Empty wastebasket and police exhibit space at two hour intervals during show hours.

- (915) Periodical Porter Service ..... \$220.00 Per Day

Please check preference below:

- DAILY
- ONCE --- Specify Day: \_\_\_\_\_ Date: \_\_\_\_\_
- OTHER --- Specify Day(s) Date(s) \_\_\_\_\_

**DISPLAY WIPE DOWN**

- (919) Display Wipe Down before initial opening (4 Hour minimum per day) ..... \$ 55.00 per hr. S/T or \$110.00 per hr. O/T
- (920) Display Wipe Down daily (4 Hour minimum per day) ..... \$ 55.00 per hr. S/T or \$110.00 per hr. O/T

**SPECIAL INSTRUCTIONS / CONCERNS**

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**ESTIMATE CLEANING SERVICES COST FOR ADVANCE PAYMENT**

- \* Exhibit Space: \_\_\_\_\_ ft. x ft. \_\_\_\_\_ = \_\_\_\_\_ sq. ft. (100 sq. ft. min.) x \_\_\_\_\_ per sq. ft. x \_\_\_\_\_ days = \$ \_\_\_\_\_
- \* Porter Service: \_\_\_\_\_ days x \_\_\_\_\_ per day \_\_\_\_\_ = \$ \_\_\_\_\_
- \* Display Cleaning: \_\_\_\_\_ hours (4 Hour minimum per day) x \_\_\_\_\_ day(s) x \$ 55.00 per hr. S/T or \$110.00 per hr. O/T = \$ \_\_\_\_\_

**Yes, I have completed and enclosed the Payment Form**  **Sub Total:** \$ \_\_\_\_\_  
 No credit will be given after close of event on items or services ordered, but not received. If you have a problem please see Geo. E. Fern Co. Service Personnel at the event site prior to opening. **TOTAL:** \$ NO TAX ON CLEANING \_\_\_\_\_

Name of Event AMAF #4-5405-08 Booth# \_\_\_\_\_ Phone ( ) \_\_\_\_\_  
 Firm Name \_\_\_\_\_ Fax # ( ) \_\_\_\_\_  
 Address \_\_\_\_\_ E-Mail \_\_\_\_\_  
 Street City State Zip Code  
 Print/Type Name \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_