

Return to:



EXPOSITION & EVENT SERVICES

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

CLEANING SERVICE ORDER FORM

DEADLINE October 31, 2011
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 Fern 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 \$.30 Per Sq.ft. per day
(931) DAILY - Over 1000 Sq.Ft. \$.25 Per Sq.ft. per day
(901) ONCE Vacuum carpet, empty wastebaskets and clean ashtrays ONCE before opening of exhibit \$.33 Per Sq.ft.
(905) SHAMPOO - ONCE before initial opening of exhibit \$.55 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) \$ 58.00 per hr. S/T or \$116.00 per hr. O/T
(920) Display Wipe Down daily (4 Hour minimum per day) \$ 58.00 per hr. S/T or \$116.00 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 \$ 58.00 per hr. S/T or \$116.00 per hr. O/T = \$

Yes, I have completed and enclosed the Payment Form

No credit will be given after close of event on items or services ordered, but not received. If you have a problem please see Fern Service Personnel at the event site prior to opening.

Sub Total: \$
NO TAX ON CLEANING
TOTAL: \$

Name of Event DOD Maintenance Symposium & Exhibition #4-5354-11 Booth# Phone ()
Firm Name Fax # ()
Address Street City State Zip Code E-Mail
Print/Type Name Signature Date