



BOOTH CLEANING REQUEST

Original Order Form and payment in full must be ordered by **Wednesday, September 2nd, 2015** to take advantage of the advanced rate. Please Fax or Mail order form to:

Fredericksburg Expo Center
 2371 Carl D. Silver Parkway, Fredericksburg, VA 22401
 Attn: Marissa DiMeo
 Phone: 540-548-5555 x 104 Fax: 540-548-5577

Show: FAAR TRADESHOW 2015 Show Dates: SEPTEMBER 16TH, 2015				
Company Name:			Phone No:	
Address:		City:	State:	Zip:
Ordered by:				
Credit Card Information: () VISA () MC () AMEX () DISCOVER				
Name as it appears on Credit Card:				
Credit Card Number:			Expiration Date:	
Authorizing Signature:			Date Authorized:	
Cleaning Services				
	Total Sq. Ft.	Rate per Sq. Ft.	Total # of Show Days	TOTAL amt.
A. <i>Nightly</i> Cleaning Service _____ @ \$.20/sq. ft. X _____ \$ _____				
Carpet vacuumed, floor swept, wastebasket emptied. Service starts on the final night of move-in and is provided <i>nightly</i> after show closing. Service ends the night before closing.				
B. <i>One-Time</i> Cleaning Service _____ @ \$.25/sq. ft. X _____ \$ _____				
Carpet vacuumed, floor swept, wastebasket emptied. Service is provided ONLY the night before show opening.				
C. Carpet Shampoo _____ @ \$.45/sq. ft. X _____ \$ _____				
Service is provided ONLY the night before show opening Shampoo mechanically extracted with solution, overnight air dry. No guarantee on stain removal or on liability for damage. Service available ONLY with <u>14 days prior notice</u> .				
<ul style="list-style-type: none"> • Orders received later than PRIOR TO SHOW through the first show day will be assessed \$30.00 late charge 				
			Late Fee:	\$ _____
			Total Amount Due:	\$ _____
For Fredericksburg Expo Center Use Only				
Received By:				
Payment Type:	Visa	MC	AMEX	DISCOVER Auth #
Check Number and Amount:				