metro toronto convention centre

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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: ____/____ (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	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 *(minimum 4 hours)*				$54.00/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