



## BOOTH CLEANING REQUEST

Original Order Form and payment in full must be ordered by **Wednesday, August 30th, 2017** 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  
 Phone: 540-548-5555 Fax: 540-548-5577

<b>Show: FAAR TRADESHOW 2017 Show Dates: SEPTEMBER 13TH, 2017</b>					
<b>Company Name:</b>			<b>Phone No:</b>		
<b>Address:</b>		<b>City:</b>	<b>State:</b>	<b>Zip:</b>	
<b>Ordered by:</b>					
<b>Credit Card Information:</b> ( ) VISA ( ) MC ( ) AMEX ( ) DISCOVER					
<b>Name as it appears on Credit Card:</b>					
<b>Credit Card Number:</b>			<b>Exp Date:</b>	<b>CVV:</b>	
<b>Authorizing Signature:</b>			<b>Date Authorized:</b>		
<b>Cleaning Services</b>					
	Total Sq. Ft.	Rate per Sq. Ft.	Total # of Show Days	TOTAL amt.	
<b>A. Nightly Cleaning Service</b> _____ @ \$.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>B. One-Time Cleaning Service</b> _____ @ \$.25/sq. ft. X _____ \$ _____ Carpet vacuumed, floor swept, wastebasket emptied. Service is provided <b>ONLY</b> the night before show opening.					
<b>C. Carpet Shampoo</b> _____ @ \$.45/sq. ft. X _____ \$ _____ Service is provided <b>ONLY</b> 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 <b>ONLY</b> with <b>14 days prior notice</b> .					
<ul style="list-style-type: none"> <li>• Orders received later than <b>PRIOR TO SHOW</b> through the first show day will be assessed \$30.00 late charge</li> </ul>					
			<b>Late Fee:</b>	\$ _____	
			<b>Total Amount Due:</b>	\$ _____	
<b>For Fredericksburg Expo Center Use Only</b>					
<b>Received By:</b>					
<b>Payment Type:</b>	Visa	MC	AMEX	DISCOVER	<b>Auth #</b>
<b>Check Number and Amount:</b>					