

CleaningDetails

The Center offers cleaning services through our exclusive set up and housekeeping department.

<u>Vacuum/Mop Services (Per sq. ft. with 100 sq. ft. minimum)</u>	<u>Advanced Rate</u>	<u>Standard Rate</u>
Vacuum Booth—Day 1.....	\$.30.....	\$.35
Vacuum Booth—Day 2.....	\$.50.....	\$.55
Vacuum Booth—Day 3.....	\$.70.....	\$.75
Vacuum Booth—Day 4.....	\$.85.....	\$.90
Mop Booth—Day 1.....	\$.35.....	\$.40
Mop Booth—Day 2.....	\$.60.....	\$.65
Mop Booth—Day 3.....	\$.85.....	\$.95
Mop Booth—Day 4.....	\$1.05.....	\$1.15

<u>Porter Service (Per sq. ft. with 100 sq. ft. minimum)</u>	<u>Advanced Rate</u>	<u>Standard Rate</u>
Porter Service—Day 1.....	\$.55.....	\$.60
Porter Service—Day 2.....	\$.95.....	\$1.05
Porter Service—Day 3.....	\$1.35.....	\$1.45
Porter Service—Day 4.....	\$1.85.....	\$1.95

Service includes periodic wastebasket pick up & sweeping of booth during event hours.

Terms and Conditions – Cleaning

The Center, through its cleaning contractor, is the exclusive provider of all cleaning services in the building.

Frequently Asked Questions – Cleaning Services

Will my booth be automatically vacuumed/mopped before the first day of the show?

Booths will not be vacuumed/mopped unless the service has been ordered through the Center.

If I order cleaning service, when can I expect my carpet to be cleaned?

If the show you are attending an event that opens in the morning, all of the cleaning will occur prior to the show opening. If the show opens in the afternoon, all of the cleaning will most likely occur the morning before the show opens. Please remove any visqueen from your carpet so that our staff can clean your booth.

Where do I dispose of trash during setup/tear down of the show?

Please place trash in aisles or near columns so that our cleaning personnel can identify and dispose of it properly. Materials intended to be stored in a boneyard or kept for re-use must be labeled accordingly and arranged through the General Service Contractor.

BOOTH CLEANING FORM

Advance Payment Deadline Date: 21 Days Prior to First Event Day



1 St Clair Ave, NE, Cleveland, OH 44114
Phone: (216) 928-1310
www.clevelandconventions.com

COMPANY NAME:		BOOTH NUMBER:	
EVENT:			
FACILITY:	Huntington Convention Center of Cleveland		
DATES:		EVENT #	

FOR YOUR CONVENIENCE PLACE YOUR ORDER ONLINE AT WWW.CLEVELANDCONVENTIONS.COM/EXHIBITOR

ORDER INSTRUCTIONS	VACUUMING (Charged per sq. ft. with 100 sq. ft. minimum cost)																												
<p>SCHEDULING SERVICES</p> <p>Please note which days you will require cleaning services. If no information is provided, services will begin on first day of show opening and continue until the number of days ordered are utilized.</p>	<table border="1"> <thead> <tr> <th>Total Sq. Ft.</th> <th>(Please schedule what days you would like the service provided in the Vacuum scheduling block on the left)</th> <th>Advance Rate</th> <th>Standard Rate</th> <th>TOTAL COST</th> </tr> </thead> <tbody> <tr> <td>_____</td> <td>Vacuum Booth - 1 Day</td> <td>.30</td> <td>.35</td> <td>_____</td> </tr> <tr> <td>_____</td> <td>Vacuum Booth - 2 Days</td> <td>.50</td> <td>.55</td> <td>_____</td> </tr> <tr> <td>_____</td> <td>Vacuum Booth - 3 Days</td> <td>.70</td> <td>.75</td> <td>_____</td> </tr> <tr> <td>_____</td> <td>Vacuum Booth - 4 Days</td> <td>.85</td> <td>.90</td> <td>_____</td> </tr> </tbody> </table>	Total Sq. Ft.	(Please schedule what days you would like the service provided in the Vacuum scheduling block on the left)	Advance Rate	Standard Rate	TOTAL COST	_____	Vacuum Booth - 1 Day30	.35	_____	_____	Vacuum Booth - 2 Days50	.55	_____	_____	Vacuum Booth - 3 Days70	.75	_____	_____	Vacuum Booth - 4 Days85	.90	_____			
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<p>TRASH REMOVAL</p> <p>Small office style trash cans placed at the edge of an exhibit booth at the end of the day will be emptied by the facility at no cost prior to the start of the event each day. Trash cans that need to be emptied where they are located within the booth space need to order Porter Service.</p>	SPECIAL CLEANING REQUIREMENTS																												
<p>Please indicate below any special cleaning requests or instructions that you may have. You can also use this space to indicate that you would like the Center to provide more information and pricing on cleaning your display.</p>																													
SUBTOTAL																													
TOTAL PLUS TAX (8%)																													
TRANSFER ESTIMATED TOTAL TO THE METHOD OF PAYMENT FORM																													

AUTHORIZATION	
PRINT NAME:	
EMAIL:	PHONE:
<p>The "Method of Payment Form" must be completed and returned with this order form.</p>	