



## Booth Cleaning - Order Form

This order form and payment must be postmarked or emailed **21 days prior** to the event start date. All orders must be submitted with a signed Service Order Payment Form. Please remit checks to the mailing address listed on the second page. Credit Card information will need to be added or provided over the telephone.

Email the COMPLETED & SIGNED forms to: [aramarkevs@aramark.com](mailto:aramarkevs@aramark.com)

Event Name: \_\_\_\_\_

Event Dates: \_\_\_\_\_

Company Name \_\_\_\_\_

Booth # \_\_\_\_\_

Event Contact \_\_\_\_\_

E-mail Address \_\_\_\_\_

Phone Number \_\_\_\_\_

I AUTHORIZE CHARGING ANY UNPAID BALANCE TO MY CREDIT CARD SUBMITTED ON THE SERVICE ORDER PAYMENT FORM.

SIGNATURE \_\_\_\_\_

DATE \_\_\_\_\_

ALL CLEANING AND JANITORIAL SERVICES MUST BE PERFORMED BY ARAMARK (minimum charge 100sq. Ft. per booth)

ALL BOOTHS ARE VACUUMED PRIOR TO THE FIRST DAY THE EXHIBIT HALLS OPEN FOR THE EVENT

| Please Indicate Type of Cleaning Required                                                                | Rates          | Booth           | Number      | Tax          | Total        |
|----------------------------------------------------------------------------------------------------------|----------------|-----------------|-------------|--------------|--------------|
| TYPE OF FLOOR:      HARD                      CARPET                                                     | Sq./ft         | Sq./ft          | of Days     | %            | Amount       |
| <b>End of Show Day Booth Cleaning</b><br>(Vacuuming/mopping booth floor and trash removal)               | \$0.75         |                 |             | 6            |              |
| <b>Shampoo Booth Carpet</b><br>(After show hours)                                                        | \$1.20         |                 |             | 6            |              |
| <b>Porter Service (Event Hours Only)</b>                                                                 | <b>Per Day</b> | <b>Sq/ft</b>    | <b>Days</b> | <b>Tax %</b> | <b>Total</b> |
| Sweep floor/empty wastebaskets (rates per day)<br><br>*Booths over 3,500 sq/ft must order Custom Service | \$150.00       | Under 500       |             | 6            |              |
|                                                                                                          | \$190.00       | 501-1500        |             | 6            |              |
|                                                                                                          | \$230.00       | 1501-2500       |             | 6            |              |
|                                                                                                          | \$270.00       | 2501-3500       |             | 6            |              |
| <b>Custom Porter Services (Dedicated Attendant)</b>                                                      | <b>Hours</b>   | <b>Per Hour</b> | <b>Days</b> | <b>Tax %</b> | <b>Total</b> |
| Sweep floor/empty wastebaskets ( <b>2 hour minimum</b> )                                                 |                | \$60.00         |             | 6            |              |

TOTAL \$

Special Instructions \_\_\_\_\_  
\_\_\_\_\_

**RATES WILL INCREASE BY 30% AFTER THE DEADLINE**

|                        |                                                                                                                                                                                                                                     |
|------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Check/Credit Card #:   | <br><br><b>Ivan Donoso</b><br>801 Mt. Vernon Pl NW<br>Washington, DC 20001<br><b>Phone:</b> 202-249-3980<br><b>E-mail:</b> aramarkeys@aramark.com |
| Expiration Date: CVV#: |                                                                                                                                                                                                                                     |
| Name:                  |                                                                                                                                                                                                                                     |
| Address:               |                                                                                                                                                                                                                                     |
| Phone Number:          |                                                                                                                                                                                                                                     |