

General Exposition Services

THE TRADE SHOW SERVICE CONTRACTORS

205 Windsor Road . Limerick Business Center
Pottstown, PA 19464
Phone: 610-495-8866 . Fax: 610-495-8870
Email: info@generalexposition.com

Custom Cleaning Order Form

Advanced Discount Deadline Date: Friday, March 3, 2023

2023 Open Season Sportsman's Expo OH
Ohio Expo Center
March 17-19, 2023

All advance orders will be billed to the exhibitor if the Service Desk is not notified, no later than opening day, that the service was not performed. The Building Management provides general cleaning of the exhibit hall. If you require booth cleaning, you must contract for it by using this form, or arrange for it at the Service Desk upon arrival.

We will require the following Service:

Vacuuming before opening of exhibit & daily thereafter:

Advance	Show
\$0.60 per sq. / ft. per day	\$0.75 per sq. / ft. per day

Cleaning Service:

Opening (one time) _____ Opening & Daily (100 sq. ft. minimum) _____

Sq. Ft. (length x width) _____ # of show days _____

Total Amount: \$ _____
Please transfer total to the Payment Authorization Form.

*** TERMS ***

All charges for services must be paid in advance. All prices are subject to applicable taxes.

Important: All orders must be paid in advance with a credit card included on the Payment Authorization Form.

Exhibiting Company: _____

Booth Number: _____

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Payment Authorization Form (This form must be included with your order!)

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Credit card information must be on file before any goods or services will be rendered.

To receive discount pricing you must place your order by the advance discount deadline dates. A \$50.00 surcharge will be added to your account for all declined credit cards. Any balance due on your account, including past due amount will be charged to the credit card provided. By signing below you are agreeing to all Terms & Conditions and General Exposition Services Limits & Liabilities set forth in this service kit.

ENTER TOTALS:

* Booth Package:	_____		
* Furniture and Accessories:	_____		
* Carpet:	_____	SubTotal:	_____
* Hardwall Unit:	_____	* Tax: (7.5 %)	_____
Freight Handling:	_____	"Estimated" Total:	_____
Labor:	_____		
Custom Cleaning:	_____		
Other:	_____		

* Note: Electrical, Telephone and Plumbing orders should be sent directly to the venue.

NOTE: ALL ORDERS MUST BE ACCOMPANIED BY A CREDIT CARD, REGARDLESS OF PREFERRED METHOD OF PAYMENT

Credit Card Information American Express Visa Mastercard Company Check

Credit Card Number: _____ Expiration Date: _____

Card Security Code: _____

Card Holder's Name
(please print): _____

Billing Address (if different
from address below): _____

Signature: _____

Exhibitor Information (PLEASE PRINT CLEARLY, INFORMATION BELOW WILL BE USED FOR FINAL RECEIPT.)

Exhibiting Company: _____ Ordered by: _____

Address: _____ City, State, Zip: _____

Phone: _____ Fax: _____

Email: _____ Date: _____ Booth Number: _____