



BOOTH CLEANING FORM

25 South Tenth Street
Harrisburg, PA 17101-2894
Phone: (717) 236-5075 - Fax: (717) 236-9082



**CHARGES MUST
BE PAID FOR IN ADVANCE.
PLEASE SUPPLY CHECK OR
CREDIT CARD INFORMATION.**

This form must be completed and returned to the address above.

Vacuuming of carpet, sweeping of booths or emptying wastebaskets is NOT included in the rental of your booth space.

1.) Cleaning once prior to show opening:

Includes vacuuming carpet & emptying of wastebaskets.

Booth size: _____ x _____ = _____ square feet x .22/square foot = \$ _____

OR

2.) Daily Cleaning: (Must be more than one day.) Includes removal of poly covering, daily vacuuming of carpet & emptying of wastebaskets prior to show reopening:

Booth size: _____ x _____ = _____ square feet x .17/square foot = \$ _____

\$ _____ X _____ days = \$ _____

Add 6% Sales Tax \$ _____

Booths over 1,000 sq. ft. - Please call for special prices.

Payment due \$ _____

Circle Day(s) to be cleaned: Saturday Sunday Monday Tuesday Wednesday Thursday
Friday 2nd Saturday 2nd Sunday

**** PAYMENT MUST ACCOMPANY ORDER ****

NOTE: All rental carpeting is installed clean and ready for use. Any cleaning required after installation will be at the expense of the exhibitor.

Name of Show: Empire Education Booth #: _____

Name of Firm: _____ FAX #: _____

Address: _____ Phone #: _____

City: _____ State: _____ Zip Code: _____

Email Address: _____

Authorized by (Print Name): _____ Signature: _____