

DULLES EXPO CENTER (DEC)

Booth Cleaning Service Request www.dullesexpo.com

Original Order Form and payment in full must be ordered 7 days prior to show opening date to take advantage of the advanced rate.

Please make remittance payable to: Dulles Expo Center, P.O. Box 221075, Chantilly, VA 20153

Payment accepted via fax, mail, or online only. DO NOT EMAIL PAYMENT.

For any questions or concerns please contact the Exhibitor Services Coordinator:

Email: Ksink@dullesexpo.com		Phone: ((703) 766-13	12	Fax:	(703) 378-2	2080		
SHOW:	SHOW DATES:				ВО	BOOTH #:			
FIRM NAME:	PHONE:				FAZ	FAX:			
ADDRESS:	CITY:				STA	STATE: ZIP:			
ORDERED BY:	EMAIL:								
PAYMENT IN FULL is due when ordered. Please indicate your method of payment. () Amex () MC () Visa () Disc () Check CREDIT CARD AUTHORIZATION: Your signature authorizes DEC to DEBIT your credit card account for ALL outstanding charges associated with this event.									
CREDIT CARD NUMBER		CVV CODE EXPERATION DA				RATION DATE			
UTHORIZING SIGNATURE NAME AS IT APPEARS ON CARD						DATE			
							D111.		
CLEANING SERVICES									
DESCRIPTION			TOTAL SQ. FT.	RATE F		# OF SHO DAYS		AMOUNT	
Nightly Cleaning Service: Carpet vacuumed	d, fl	oor	~ ~ · ·	~ ~					
swept, wastebasket emptied. Service starts on the final									
night of move-in and is provided nightly after			@ \$.20/sq. ft. X _			X			
closing. Service ends the night before closing		, • 4.= 5	71.						
one day it will be the night before show open	is.								
ORDERS RECEIVED LATER THAN 7 DAYS PRIOR TO THE FIRST SHOW DAY WILL BE ASSESSED A \$30.00 LATE CHARGE									
■ Check box if you DO NOT want to be added to the DEC's email list □ No Thanks					TOTAL DUE:				
EXHIBITOR NOTES					DEC USE ONLY Received By:				
• If your booth is larger then a 20x40 a flat rate of \$250 will be charged for the nightly cleaning service.					Date Received: Payment Type: ()Amex ()MC ()Visa ()Ck				
• Example for 10x10 booth - nightly: 100 x .20 x 1day = \$20 nightly: 100 x .20 x 2days = \$40					Ck #Auth#				