



# Cleaning Order Form

This Order Form and payment must be postmarked or emailed 21 days prior to event opening date to qualify for Advance Rate. **Advance Rate Deadline:** 30 days prior to event date. Form must be submitted to receive invoice. Email the COMPLETED form to: [outfitsecuresoffice@gmail.com](mailto:outfitsecuresoffice@gmail.com)

**Event:** Bar Convent Brooklyn

**Event Date(s):**

Company Name

Event Booth

Event Contact

Email Address

Phone Number

Fax Number

ALL CLEANING AND JANITORIAL SERVICES MUST BE PERFORMED BY THE OUTFIT GROUP.

**Note: Booth wastebaskets are provided by the Decorator**

Please Indicate Type of Cleaning Required		Advanced Rate	Standard Rating	Booth	No. of Days	=	Amount	Total
TYPE OF FLOOR (circle one) <b>HARD CARPET</b>		Booth						
Small Booth (minimum charge 2 hours, 1 cleaner) Large Booth (minimum charge 2 hours, 2 cleaners)		<b>\$42/HR</b>	<b>\$50/HR</b>					
First Day Cleaning Cleaning completed in preparation for the first event day						=		
Event Days Cleaning ( <b>Does Not Include First Day</b> ) Booth cleaned after each open event day in preparation for the next event day						=		
Shampoo Booth Carpet						=		
Periodic Porter Service ( <b>Event Hours Only</b> ) Sweep floor/empty wastebaskets  <b>Booth over 3500 sq. ft. must order Custom Porter Service</b>						=		
Custom Porter Service (Minimum charge 4 hours)	Hours of Service	Total Hours	Per Hour <b>\$55</b>	No. of Porters	No. of Days	=		
Sweep floor/empty wastebaskets						=		

**TOTAL \$**

**PAYMENT OPTIONS**

Chase Bank USA  
Address: 1 Chase Manhattan Plaza  
New York, NY 10005  
Account Number 280885861  
Routing Number 021000021  
Swift Code Chaseus33

Credit Card Payment via PayPal: [outfitsecures@gmail.com](mailto:outfitsecures@gmail.com)

Special Instructions