



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: **oacesstaffingllc@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) HARD CARPET		Booth						
Small Booth (minimum charge 2 hours, 1 cleaner)		\$52/HR	\$60/HR					
Large Booth (minimum charge 2 hours, 2 cleaners)								
First Day Cleaning Cleaning completed in preparation for the first event day						=		
Event Days Cleaning (Does Not Include First Day) Booth cleaned after each open event day in preparation for the next event day						=		
Shampoo Booth Carpet						=		
Periodic Porter Service (Event Hours Only) Sweep floor/empty wastebaskets						=		
Booth over 3500 sq. ft. must order Custom Porter Service						=		
Custom Porter Service (Minimum charge 4 hours)	Hours of Service	Total Hours	Per Hour	No. of Porters	No. of Days	=		
Sweep floor/empty wastebaskets						=		

TOTAL \$

PAYMENT OPTIONS

Make all checks payable to: **O-Aces Staffing LLC**
 ACH/Wire Transfer: **Chase Bank USA**
 Address: **1 Chase Manhattan Plaza, New York, NY 10005**
 Account Number: **729609617**
 Routing Number: **021000021**
 Zelle: **oacesstaffingllc@gmail.com**
 PayPal: **oacesstaffingllc@gmail.com**

Special Instructions