



# BOOTH & CARPET CLEANING

Archery Trade Association

1191470123

INDIANA CONVENTION CENTER | Indianapolis, IN

January 11 - 13, 2023

## ONLINE & DISCOUNT DEADLINE:\* WEDNESDAY, DECEMBER 21, 2022

\* Order with complete Method of Payment must be received before Discount Deadline date to receive discounted pricing.

As the General Service Contractor, Shepard has the exclusive cleaning contract for this show. Other service contractors will not be permitted to provide this service on the show floor. Minimum 100 square foot order for all cleaning services.

If you have any issues at all regarding cleaning during the show, please contact the Service Desk immediately so we can make it right. Please do not wait until the end of the event.

Booth carpet is the first product installed on an exhibit floor. While carpet is installed clean, it will get dirty during the move in process due to debris in the air, aisles and other exhibitors. It is always recommended to order a one time vacuuming prior to the show opening.

### Booth Vacuuming

VACUUM ONCE						
CODE	SERVICE	SQ. FT.	ONLINE	DISCOUNT	REGULAR	TOTAL
47050	0-399 sq. ft.		\$0.49	\$0.55	\$0.60	
47051	400-900 sq. ft.		\$0.45	\$0.50	\$0.55	
47052	900+ sq. ft.		\$0.40	\$0.45	\$0.50	

VACUUM DAILY						
CODE	SERVICE	SQ. FT.	ONLINE	DISCOUNT	REGULAR	TOTAL
47055	0-399 sq. ft.		\$1.47	\$1.70	\$1.90	
47056	400-900 sq. ft.		\$1.35	\$1.55	\$1.75	
47057	900+ sq. ft.		\$1.25	\$1.45	\$1.60	

### Porter Service

Includes emptying wastebaskets within the booth every two hours during the show.

PORTER SERVICE						
CODE	SERVICE	SQ. FT.	ONLINE	DISCOUNT	REGULAR	TOTAL
47030	One Time Porter		\$0.50	\$0.60	\$0.65	
47031	Daily Porter		\$1.50	\$1.70	\$1.90	

### Specialty Services

MOPPING & CARPET SHAMPOOING						
CODE	SERVICE	SQ. FT.	ONLINE	DISCOUNT	REGULAR	TOTAL
47042	Mop One Time		\$0.60	\$0.70	\$0.80	
47022	Mop Daily		\$1.60	\$1.85	\$2.05	
47013	Shampoo One Time		\$0.65	\$0.75	\$0.85	

DISPLAY WIPE DOWN (CHARGED PER HOUR)						
CODE	SERVICE	QTY IS 1	ONLINE	DISCOUNT	REGULAR	TOTAL
47043	One Time		\$101.80	\$117.05	\$131.10	
47044	Daily		\$277.64	\$319.30	\$357.60	

<b>TOTAL ESTIMATE</b>	\$ _____
<b>TAX</b> (All tax rates are subject to change)	8.25%
<b>AMOUNT DUE</b>	\$ _____

Vacuuming, Porter Service, Mopping, and Shampooing are based on total booth sq. ft. regardless of area being cleaned. Minimum order of 100 sq. ft. Submission of this form indicates you read and accept the Payment Policy and Terms & Conditions. No refunds once the service has been performed in your booth. Cancellations must be received in writing prior to 48 hours of 1st day of exhibitor move in.

COMPANY NAME: \_\_\_\_\_ BOOTH NUMBER: \_\_\_\_\_

CONTACT NAME: \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_



Email completed form to: [orders@shepardes.com](mailto:orders@shepardes.com)