



## BOOTH CLEANING

**Booth Cleaning Services must be ordered online from the GCCC website. Click on the link below to create an account and order your services.**

**If you have any questions, contact the GCCC at (614) 827-2548 or [cutilities@columbusconventions.com](mailto:cutilities@columbusconventions.com)**

[CLICK HERE TO ORDER SERVICES ONLINE](#)

### CLEANING SERVICES PRICING

Individual Cleaning for your booth may be ordered by filling in the blanks below. Charges based upon **GROSS** Exhibit size of each booth per day. Cost based on 10 x 10 booth size minimum. Tax rate of 7.5% is applicable\*.

(Total square footage of each booth **X** number of show days **X** square footage rate= total cost)

**Total Cost**

**Vacuuming once before initial opening of show.**

(Sq. Ft. of ea. Booth) \_\_\_\_\_ **X** 0.25 Sq.Ft. \_\_\_\_\_

**Vacuuming once before initial opening of show and daily thereafter (booths under 600 sq. ft. per day).**

(Sq. Ft. of ea. Booth) \_\_\_\_\_ **X** (# of days show will be open) \_\_\_\_\_ **X** (\$0.20 Sq.Ft. Rate) \_\_\_\_\_

**Vacuuming once before initial opening of show and daily thereafter (booths over 600 sq. ft. per day).**

(Sq. Ft. of ea. Booth) \_\_\_\_\_ **X** (# of days show will be open) \_\_\_\_\_ **X** (\$0.15 Sq.Ft. Rate) \_\_\_\_\_

\*Cleaning Tax 7.5%  
(\*Tax Rate Subject to Change)

Tax \_\_\_\_\_

**NO VACUUM ORDERS TAKEN ONSITE 11 HOURS PRIOR TO OPENING OF SHOW.**

Total \_\_\_\_\_

**ORDERS MUST BE PAID IN FULL PRIOR TO OPENING OF FIRST DAY OF SHOW**

(Over)



## BOOTH CLEANING

### GREATER COLUMBUS CONVENTION CENTER IMPORTANT CONDITIONS AND REGULATIONS

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**PAYMENT NOTICE:**

**ADVANCE RATES** apply only to order paid in full and received 12 DAYS PRIOR TO THE FIRST SCHEDULED MOVE-IN DAY  
**STANDARD RATES** must be paid at move-in for all orders. **NO EXCEPTIONS**

**ALL ORDERS MUST BE PAID IN FULL WITH U.S. FUNDS BY OPENING OF FIRST DAY OF SHOW**

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**All terms, conditions, and rates on this form are subject to change at any time without notice.**  
**CONDITIONS FOR PROCESSING SERVICE ORDER FORMS:**

1. Payment IN FULL, IN U.S. FUNDS must accompany service order form.
2. All order form information must be completed in full for order to be processed. Incomplete order forms could result in processing delay resulting in slow service installation.
3. No service will be installed until full payment is received.
4. Cancellations:  
Refunds will be computed as follows:
  1. After installation of utilities - NO REFUND. Cancellation of exhibitor equipment and/or non-use does not justify refund.
  2. Refunds will be given on preorders up to 3 days prior to move-in of show.
5. Any returned check will have a \$35.00 Returned Check Fee.

ALL REFUNDS WILL BE FORWARDED, BY MAIL OR CREDITED

**ANY DISCREPANCIES OR DEVIATIONS FROM ORIGINAL ORDER MUST BE BROUGHT TO THE  
ATTENTION OF THE GREATER COLUMBUS CONVENTION CENTER SERVICE DESK,  
PRIOR TO THE OPENING OF THE FIRST DAY OF THE SHOW!**

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**GREATER COLUMBUS CONVENTION CENTER CLIENT UTILITIES DEPT.**  
**400 NORTH HIGH STREET**  
**COLUMBUS, OHIO 43215**  
**614-827-2548/2644**  
**FAX 614-827-2658**  
[cutilities@columbusconventions.com](mailto:cutilities@columbusconventions.com)