

Order Form For Add-On Booth Cleaning And Rental Skip Waste Bin

This form must be completed and returned by Exhibitor/Contractor wishing to procure above services.

Please complete the form in BLOCK LETTERS

Title of Exhibition:	<input type="text"/>		
Name of Billing Company:	<input type="text"/>		
Hall No.:	<input type="text"/>	Stand No.:	<input type="text"/>
Billing Address	<input type="text"/>		
Name of Contact on-site:	<input type="text"/>		
Telephone	<input type="text"/>	Mobile No.	<input type="text"/>
Email:	<input type="text"/>		

Cleaning of Stand.

1. Cleaning of each stand is available on the basis of per sqm rate (double-storey stand/booth will be charged on total floor space per sqm). The stand cleaning service will commence from 26 - 28 May 2025 (each evening), 29 May 2025 (during event timing). Booth Cleaning Services will include (once a day) vacuuming/sweeping/mopping of flooring, dusting/wiping furniture/counter top and emptying of waste bin (three times a day).

Rate (SGD/sqm)	Booth Gross Area by (sqm)	Sub-Total (SGD)
S\$14.00/sqm		S\$
	9% Good & Services Tax (GST)	S\$
	Total rates including (GST)	S\$

Rental Skip Waste Bin.

2. All wood waste/debris generated during the construction and dismantling periods must be disposed in the skip bin by the stand contractors. Please specify how many skips are required.

Rate (SGD)	Quantity Skip Waste Bin	Sub-Total (SGD)
S\$820.00/bin/trip		S\$
	9% Good & Services Tax (GST)	S\$
	Total rates including (GST)	S\$

Terms of payment

3. NO Credit Card payments available.
4. Invoice will be processed after receiving order form.
5. All payment must be made no later than 7 May 2025.
6. For Singapore clients, payments to be made by PayNow only.
7. For Overseas clients, payments to be made by Bank Transfer only.
8. Both side remittance fees/bank charges will be borne by your company.

Signature & Company Stamp:	Date:
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