

2021 REQUEST FOR CUSTOM CLEANING SERVICES



***Online ordering services available at www.pittsburghcc.com**

(PLEASE PRINT)

Name of Event	Event Dates	Booth #
Company Name	Phone #	Fax #
Company Address	City/State	Zip Code
Email Address		
Authorized By	Signature	Date

Type of Service	Booth Area in Square Footage	*Advance Rate	Standard Rate	Daily Vacuum Cost (Sq. Footage x Rate)	
Daily Vacuum		\$0.25 / sq. ft.	\$0.30 / sq. ft.	\$	
Service needed (check box): <input type="checkbox"/> Prior to show opening <input type="checkbox"/> Day 2 <input type="checkbox"/> Day 3 <input type="checkbox"/> Day 4 <input type="checkbox"/> Day 5					
				Total Days Needed	
				Subtotal	\$
				Tax (7%)	\$
				Total	\$
				(Total Days x Daily Vacuum Cost + 7%)	

Periodic Porter Service	Dates Service Needed	Begin Service AM /PM	End Service AM /PM	Total Hrs.	Rate	Total
Removal of trash and boxes from the booth area every 20 minutes within the time requested. (2 hour minimum)					\$56.00 / hr	\$
					\$56.00 / hr	\$
					\$56.00 / hr	\$
					\$56.00 / hr	\$
<i>Note: This service is an additional trash removal service. Normal daily trash removal is completed at the end of the show day. Trash should be place in front of booth.</i>					Subtotal	\$
					Tax (7%)	\$
					Total	\$

Total for all Custom Cleaning Services: \$

PLEASE NOTE

- There will be a \$30.00 fee for returned checks
- Payment in full must be rendered prior to delivery of service
- Check, Visa, MasterCard, American Express, & Discover accepted online
- Prices effective January 1–December 31, 2021
- A receipt for services is available upon request.

** In order to receive the ADVANCE rate, the order form, with payment (US Dollars) must be received 15 days prior to first move-in day*

The David L. Lawrence Convention Center is proud to be PCI Compliant and will not receive Credit Card Orders via email.

To pay for Services with a Credit Card, please visit www.pittsburghcc.com/exhibitors/exhibitor-services and order online.

To pay by check, please mail this form with payment to:

Exhibitor Services Department, David L. Lawrence Convention Center
1000 Fort Duquesne Blvd., Pittsburgh, PA 15222, Phone: (412) 325-6102, Fax: (412) 325-6009, exhibitorservices@pittsburghcc.com