



BusCon

Indiana Convention Center - Indianapolis, Indiana

October 2 - 3, 2018

Discount Deadline **Tuesday, September 11, 2018**

Order with complete Payment Authorization and graphics must be received before Discount Deadline date to receive discounted pricing.

Event Code: I110891018

Connect With Us! email Indianapolis@shepardes.com
phone (317) 677-1235
fax (317) 389-5524
mail 6101 West 80th Street
Indianapolis, IN 46278

Booth and
Carpet Cleaning

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.

Booth Vacuuming



Vacuum Once

Code	Sq Ft	Service	Discount	Regular	Total
47050		0-399 sq. ft	\$0.42	\$0.55	
47051		400-900 sq.ft.	\$0.40	\$0.50	
47052		900+ sq. ft	\$0.35	\$0.45	

Daily Vacuum

Code	Sq Ft	Service	Discount	Regular	Total
47055		0-399 sq. ft	\$0.84	\$1.10	
47056		400-900 sq.ft.	\$0.75	\$1.00	
47057		900+ sq. ft	\$0.70	\$0.90	

Did you know....
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.

Porter Service (includes emptying wastebaskets within the booth every two hours during the show)



Code	Sq Ft	Service	Discount	Regular	Total
47030		One Time Porter	\$0.45	\$0.60	
47031		Daily Porter	\$0.90	\$1.15	

Specialty Services

Mopping and Carpet Shampooing



Code	Sq Ft	Service	Discount	Regular	Total
47042		Mop One Time	\$0.55	\$0.70	
47022		Mop Daily	\$0.95	\$1.25	
47013		Sham/One Time	\$0.55	\$0.70	

Display Wipe Down (invoiced by man hours)



Code	Hours	Service	ST	OT	Total
47043		One Time	\$84.25	\$136.38	
47044		Daily	\$84.25	\$136.38	

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.

Vacuuming, Porter Service, Mopping, and Shampooing are based on total booth sq ft regardless of area being cleaned. Minimum order of 100 sq ft.

Signature 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 within 48 hours of 1st day of exhibitor move in.

Total Cleaning: \$ _____
NA Tax*: \$ _____
Amount Due: \$ _____

Company Name: _____ Booth # _____

Contact Name

Contact Email Address



Card Holder Signature