



# Exhibits, Inc.

2505 Glen Center Street  
Richmond, Virginia 23223  
Phone (804) 788-4400  
Fax (804) 788-0186

## BOOTH CLEANING ORDER FORM

ALL ORDERS MUST BE PAID FOR IN ADVANCE  
PLEASE COMPLETE THE ENCLOSED PAYMENT POLICY  
FORM AND RETURN WITH YOUR ORDER

XhibitsInc.com

Booth cleaning service will consist of vacuuming/sweeping of booths and the emptying of waste baskets before the initial opening of the event and/or daily there after.

**DAILY - Before initial opening of event and daily there after**

**ONCE - Before initial opening of event ONLY**

Please compute cost below:

**ADVANCE PRICE \$1.10 PER SQUARE FOOT**

**SHOW PRICE \$1.50 PER SQUARE FOOT**

**NOTE: MINIMUM 100 SQUARE FEET PER DAY**

\_\_\_\_\_ SQ.FT. x \$ \_\_\_\_\_ PER SQ.FT. DAILY = \_\_\_\_\_ /COST PER DAY x \_\_\_\_\_ # OF DAYS = \$ \_\_\_\_\_ **TOTAL AMOUNT DUE**

*Please return one copy to Exhibits, Inc. and retain a copy for your files*

**Please print or type below:**

Your Company \_\_\_\_\_

Address \_\_\_\_\_ Telephone # \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ Fax # \_\_\_\_\_

Authorized By (Print Name ) \_\_\_\_\_ Title \_\_\_\_\_

Signature \_\_\_\_\_

Name of Event **Virginia Equine Extravaganza**  
**The Meadow Event Park, Doswell, VA**  
**November 4-6, 2011** Booth Number \_\_\_\_\_