

FLOOR RATE CLEANING / TRASH REMOVAL - SERVICE ORDER FORM REPUBLICAN NATIONAL CONVENTION

EFFECTIVE AUGUST 3 – SEPTEMBER 6, 2008



175 West Kellogg Blvd Suite 501
St Paul MN 55102-1299
Phone: 651-265-4800
Fax: 651-265-4899
Service Information: 651-265-4875

FLOOR RATES ARE CHARGED FOR ALL
SERVICE ORDERS PROCESSED
ON SITE AT THE BOX OFFICE

Event	Republican National Convention	Building / Lot	_____	
		Area Number	_____	
Company Name	_____	Please use additional order forms when ordering services for multiple areas		
Street Address	_____	Phone #	_____	FAX #: _____
City	_____	State	_____	Zip _____
Contact (print)	_____	Contact (Sign)	_____	
Email Address	_____			

SERVICE DATES REQUESTED

PLACE CODE IN BOX
T = TRASH REMOVAL
V = VACUUMING / SWEEP

	MONDAY		TUESDAY		WEDNESDAY		THURSDAY		FRIDAY		SATURDAY			
Aug 3	<input type="checkbox"/>	<input type="checkbox"/>	Aug 4	<input type="checkbox"/>	Aug 5	<input type="checkbox"/>	Aug 6	<input type="checkbox"/>	Aug 7	<input type="checkbox"/>	Aug 8	<input type="checkbox"/>	Aug 9	<input type="checkbox"/>
Aug 10	<input type="checkbox"/>	<input type="checkbox"/>	Aug 11	<input type="checkbox"/>	Aug 12	<input type="checkbox"/>	Aug 13	<input type="checkbox"/>	Aug 14	<input type="checkbox"/>	Aug 15	<input type="checkbox"/>	Aug 16	<input type="checkbox"/>
Aug 17	<input type="checkbox"/>	<input type="checkbox"/>	Aug 18	<input type="checkbox"/>	Aug 19	<input type="checkbox"/>	Aug 20	<input type="checkbox"/>	Aug 21	<input type="checkbox"/>	Aug 22	<input type="checkbox"/>	Aug 23	<input type="checkbox"/>
Aug 24	<input type="checkbox"/>	<input type="checkbox"/>	Aug 25	<input type="checkbox"/>	Aug 26	<input type="checkbox"/>	Aug 27	<input type="checkbox"/>	Aug 28	<input type="checkbox"/>	Aug 29	<input type="checkbox"/>	Aug 30	<input type="checkbox"/>
Aug 31	<input type="checkbox"/>	<input type="checkbox"/>	Sept 1	<input type="checkbox"/>	Sept 2	<input type="checkbox"/>	Sept 3	<input type="checkbox"/>	Sept 4	<input type="checkbox"/>	Sept 5	<input type="checkbox"/>	Sept 6	<input type="checkbox"/>

FEE CALCULATION

	number of service dates	SERVICE COST	\$
SMALL Trash Can - Emptied (single trash emptied 4 times / day)	X _____ (number of trash cans in area) Please provide (or) order from Freeman	X \$ 9.50 per day	\$
LARGE Trash Can - Emptied (single trash emptied 2 times / day)	X _____ (number of trash cans in area) Please provided (or) order these on this form	X \$ 40.50 per day	\$
LARGE Trash Can – Rental (can is 56 gallons)	N/A X _____ (number of trash cans requested)	X \$125.00 per event	\$
SUITE area Vacuuming	X _____ (number of suites)	X \$112.50 per day	\$
MEDIA area Vacuuming SMALL areas that are up to 500 sq ft	X _____ (square footage in area)	X \$.32 per sq ft	\$
MEDIA area Vacuuming Large areas that are less than 5000 sq ft	X _____ (square footage in area)	X \$.10 per sq ft	\$
MEDIA area Vacuuming Large areas that are move than 5000 sq ft	X _____ (square footage in area)	X \$.07 per sq ft	\$

FLOOR RATE
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RECYCLING NOTES

WE EXPECT THAT MOST AREAS WILL HAVE SEPARATE TRASH CANS THAT ARE MARKED FOR RECYCLING. THESE RECYCLING CONTAINERS WILL BE EMPTIED AT THE SAME RATES SPECIFIED ABOVE.

SERVICE NOTES

Please list any special notes related to services ordered in this space – Include options of times when services should be provided.

TOTAL ORDER

\$ _____

Saint Paul Arena Company Federal ID# 41-1970667

Payment must be made in U.S. Funds. Make checks payable to **Xcel Energy Center**

<input type="checkbox"/> MasterCard	<input type="checkbox"/> VISA	<input type="checkbox"/> Money Order	_____ # _____
<input type="checkbox"/> American Express	<input type="checkbox"/> Discover	<input type="checkbox"/> Company Check	_____ # _____
Credit Card # _____	Exp. Date _____	<input type="checkbox"/> For Receipt Confirmation Check here. Include Fax # or Email address.	
Cardholders Name _____		Authorized Signature _____	

Billing:

Requests for invoices will be charged a \$25 processing fee.
Service requested on-site will be charged a 25% higher floor rate.

Refund Policy:

Requests for refunds should be made 7 business days prior to service date.