

Messe Friedrichshafen GmbH  
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Please return one copy

**No. 18 – Order for cleaning service\***

\* Messe Friedrichshafen GmbH is only the mediator for your order. The contractor is Fath Gebäudereinigung GmbH, Altmannstraße 4, D-88074 Meckenbeuren, Fax +49 (0) 75 42/36 80, Mobile +49 (0) 1 71 / 5 31 06 76

Please use the enclosed address stickers (or fill in)

**Exhibition/Event:**

Open-air       Hall      Stand no. \_\_\_\_\_

**Exhibitor's address**

\_\_\_\_\_

\_\_\_\_\_

Phone/Fax \_\_\_\_\_

**VAT-Id-No.** \_\_\_\_\_

Official in charge \_\_\_\_\_

Phone/mobile phone \_\_\_\_\_

E-mail \_\_\_\_\_

**Required date for the basic stand cleaning:**

**Date** \_\_\_\_\_ **from** \_\_\_\_\_ **time** \_\_\_\_\_

Type	hours	€ per hour	€ total
<input type="checkbox"/> <b>Basic stand cleaning (1st cleaning after stand construction)</b>			
Amount of hours depends on state of stand	_____	19.50	_____
Glass cleaning	_____	21.50	_____

Type	date from/to	sqm	days	€ per sqm/day	€ total
<input type="checkbox"/> <b>Daily cleaning of the stand (starts on first evening of event)</b>					
Price per sqm stand space and day					
Stand area up to 100 sqm	_____	_____	_____	0.37	_____
Stand area over 100 sqm	_____	_____	_____	0.32	_____
<input type="checkbox"/> Ground hard layers wet wipe	_____	_____	_____	0.42	_____

**Services included in daily cleaning:** ashtrays emptied and wiped out with a wet cloth, tables wiped with a wet cloth, waste-paper bins emptied, hard floors cleaned, carpets vacuumed. All other services have to be ordered separately.

Type	hours	€ per hour	€ total
<b>Special services, cleaning of:</b>			
<input type="checkbox"/> Glass <input type="checkbox"/> Walls/Frames <input type="checkbox"/> Exhibition items	_____	19.50	_____
<input type="checkbox"/> Others _____	_____	19.50	_____

sum € \_\_\_\_\_

+ VAT \_\_\_\_\_

**total €** \_\_\_\_\_

**Minimum charge of € 35.00 + VAT.**

The exhibition halls are cleaned by the organizer. The exhibitor is responsible for his own stand area. Daily cleaning begins at 6 p.m. If the stand is not accessible because it is an enclosure which can be locked, the key should be deposited with the contractor. Please note the guidelines concerning waste disposal. The exhibitor must have a socket within the stand. **Complaints about the cleaning service can only be accepted within 30 minutes after the show has started.**

**A direct debit mandate makes payment easier.** If you have not authorized a direct debit mandate please use the yellow **form 1** in your service file.

Cleaning costs will be charged to the exhibitor by a representative of the contractor and must be paid immediately at the stand. Please inform your stand personnel and accordingly provide sufficient means of payment. Due to administrative reasons no exceptions can be made. All prices do not include VAT.

Court of jurisdiction and place of fulfilment and payment for both parties is Friedrichshafen.

place \_\_\_\_\_ date \_\_\_\_\_

company stamp and legally binding signature

We acknowledge the "Technical Guidelines".