

Please submit and make a payment before: \_\_\_\_\_

## CLEANING SERVICE ORDER FORM

Contact Name : _____ (For Staff)	Telephone No : _____ (For Staff)	E-mail: _____ (For Staff)
Event Name : _____		Event Date : _____
Company Name : _____		Booth No : _____
Name (Mr./Mrs./Miss) : _____		
Issue Tax Invoice on behalf of : <input type="checkbox"/> Juristic person(please indicate Tax ID No.) _____		
<input type="checkbox"/> Natural person(please indicate ID Card/ Passport No.) _____		
Address of Tax Invoice : _____		
Telephone No : _____		E-mail: _____
Tax invoice Delivery Address : <input type="checkbox"/> Same as above		
<input type="checkbox"/> Please indicate address _____		
<input type="checkbox"/> E-mail _____		

Date	Shift			Type 1 All Day Service Service Fee/9 Hrs./Person (Baht)		Type 2 Before & After Show Service **Only for Showdays (Baht)		No. of (Person)	Amount (Baht)
				Before Deadline	After Deadline	Before Deadline	After Deadline		
	01.00-10.00*	07.00-16.00*	16.00-01.00*	<input type="checkbox"/> 1,210	<input type="checkbox"/> 1,540	<input type="checkbox"/> 970	<input type="checkbox"/> 1,260		
				<input type="checkbox"/> 1,210	<input type="checkbox"/> 1,540	<input type="checkbox"/> 970	<input type="checkbox"/> 1,260		
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<b>Remark:</b>	Subtotal
* Service hours for all day service is separated into operations time 8 hours and free time 1 hour.	VAT 7%
Overtime charges of Baht 170.-/hour/ Person is applicable after 9 hours. (not exceeding 2 hours)	Grand Total

\*\*Service hours before & after show; 2 hours before show & 1 hour after show respectively and available on show days. (no service on set up and dismantling day)

### Terms & Conditions

- Booth cleaning service includes:** floor cleaning with a vacuum cleaner, mop, broom, empty and clean all waste paper bins and ashtray, wiping counter. Booth cleaning service does not cover removal of oil spillage, paints and other liquids deposited on the floor, walls and other surfaces.
- Placing of Orders:** Orders will only be accepted when made in writing and accompanied with full payment by :
  - Cash, Company cheque or Transfer before \_\_\_\_\_ in favor of :  
A/C Name: Royal Paragon Enterprise Co.,Ltd. A/C No : 061-8-88030-3 (Current Account)  
Bank's Name : Kasikorn Bank, Siam Paragon Branch, SWIFT Code : KASITHBK,
  - QR Code Payment  
and please submit a copy of evidence of your payment to E-mail : \_\_\_\_\_ before \_\_\_\_\_
- Any Transaction fee and/or bank charge will be responsible by exhibitor.
- Please apply the exchange rate on the payment date.
- No. of cleaner in stand depends on space size as below :**
  - 9-50 sq.m. (1 pax)
  - 51-100 sq.m. (2 pax)
  - 100 sq.m. up (3 pax)
- On-site order:** Service may not be provided.
- Alterations to Orders:** Alterations made in writing to any order after \_\_\_\_\_ will be handled as a late order.
- Cancellation of Orders:** Cancellation of orders will only be accepted when made in writing to Customer Services Department before \_\_\_\_\_ Late cancellation of order after \_\_\_\_\_ is subject to a charge at a half of Before Deadline Rate.
- Paragon Hall is entitled to add, alter, or amend these terms and conditions at its sole and absolute discretion without prior notice.
- Please scan the QR Code below to see the full version of our privacy policy.



(For Customer)  (Signature) : _____  Requested By : _____  Date : _____	(For Staff)  (Signature) : _____  Acknowledged and Confirmed By : _____  Date : _____
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