

# Cleaning & waste order form

**EXCeL**  
LONDON

 Valid for events between 1<sup>st</sup> January - 31<sup>st</sup> December 2024

**Advanced rates** Valid up to 28 days prior to the first day of tenancy.

**Standard rates** Valid within 28 to 7 days prior to the first day of tenancy.

**Onsite rates** Valid within 7 days prior to the first day of tenancy, availability confirmed on request.

**Please note that orders will not be fulfilled until payment is received in full. Please note that all orders are subject to availability.**

**Click here to order these services on our Webshop**

 Rigging • Stand cleaning • Waste removal • Internet • Audiovisual  
and other essentials for your stand

Payments by Visa and Mastercard only.



## Stand cleaning

Stand cleaning starts the evening before the event opens.

This includes cleaning of walls, floors, surfaces, seating, fixtures &amp; fittings.

0-49 sqm	
50-99 sqm	
100-149 sqm	
150-199 sqm	
200-249 sqm / Additional day bookings at half rate.	
250-299 sqm / Additional day bookings at half rate.	
300-349 sqm / Additional day bookings at half rate.	
350-400 sqm / Additional day bookings at half rate.	

No. of days	Dates	Advanced rate	No. of days	Dates	Standard rate	Onsite rate
		£170			£204	£245
		£283			£340	£408
		£396			£475	£570
		£566			£679	£815
		£736			£883	£1,060
		£906			£1,087	£1,305
		£1,005			£1,206	£1,448
		£1,105			£1,326	£1,591
Above prices per day			Above prices per day			
		£108			£129	£155
		£279			£335	£402

## On-stand cleaner

4 hour continuous shift	
Full day (8am to 7pm)	

## Waste

35 cubic yard skip (Hire and removal)	
1100 litre wheeled bin (Hire and removal)	
1m height x 1.2m width x 2m length pallet for waste removal (No item should exceed 1m in height)	
1.5m height x 1.2m width x 2m length pallet for waste removal (No item should exceed 1.5m in height)	

QTY	Dates	Standard rate
		£1,230
		£112
		£391
		£446

SUB TOTAL (excluding VAT)	£
20% VAT	£
TOTAL (including VAT)	£

## Summary of terms

- Please note that you are liable for a full recharge of the item ordered if the location submitted is incorrect.
- ExCeL London reserves the right to adjust pricing for any service during 2023. Subject to payment being received by ExCeL London in respect of the service within 28 days of the date of the order confirmation, the price quoted on the order confirmation for that service will be honoured.

## Cancellation policy

If the exhibitor or their representative notifies the Exhibitor Services Team of their order cancellation:

- 28 days or more prior to the first day of the event tenancy\*, a refund or credit of 100% of the order value is offered.
- 27 to 8 days prior to the first day of the event tenancy\*, a refund or credit of 50% of the order value is offered.
- Within 7 days prior to the first day of the event tenancy\*, no refund or credit will be offered.

\*If you are uncertain as to the first day of tenancy of the event please contact [exhibitororders@excel.london](mailto:exhibitororders@excel.london)

## Event details

Event title: .....

Stand Number and/or Room Name: .....

Exhibitor name: .....

Please tick if space only

## Order contact details

First name: .....

Last name: .....

Job title: .....

Company: .....

Address: .....

Country: .....

Post/zip code: .....

Telephone: .....

Email: .....

VAT ref: .....

Direct Mail Opt-in

Please tick if you are a contractor

## Invoice details

These are the details as they will appear on your invoice (this cannot be changed at a later date)

Same as order contact details:

Please complete this section if different from Order contact details.

First name: .....

Last name: .....

Job title: .....

Company: .....

Address: .....

Country: .....

Post/zip code: .....

Telephone: .....

Email: .....

VAT ref: .....

## Payment details

Payment Method: Bank Transfer

Credit Card (*Visa and Mastercard only*)

PO reference: .....

### Important

Services will not be delivered until full payment is received.

This order is accepted on the understanding that full ExCeL Event Services Terms and Conditions apply (available [here](#))