

Cleaning & waste order form

EXCeL
LONDON
Valid from 1st January - 31st December 2022

A basic stand cleaning service may be provided by your organiser, please check if this is included in your stand package.

*Orders placed before 28 days from the first day of tenancy will be eligible for our early discount rate.**Orders placed within 28 days from first day of tenancy will incur a 20% surcharge on all of ExCeL services.*

Click here to access our Venue Services Centre to purchase internet services, wi-fi, cleaning, piped services and other essentials for your stand.

Cleaning

	No. of days	Early discount	No. of days	Within 28 days
Deep stand cleaning (Overnight - includes cleaning of partitions, floors, surfaces, seating and fixtures & fittings)				
0-49 sqm		£147		£177
50-99 sqm		£245		£294
100-149 sqm		£343		£411
150-200 sqm		£490		£588
On-stand cleaner during opening				
4 hour continuous shift (An extended shift is charged @ £21 per hour)		£93		£112
Full day		£242		£290

Waste

	QTY	Early discount	QTY	Within 28 days
1100 litre wheeled bin		£99		£119
35 cubic yard skip (Maximum 4 ton + £159.55 for each additional ton above)		£1,090		£1,308
1m height x 1.2m width x 2m length pallet for waste removal (No item should exceed the height)		£346		£415
1.5m height x 1.2m width x 2m length pallet for waste removal (No item should exceed the height)		£395		£474

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

Summary of terms This order is accepted on the understanding that full ExCeL Venue Services Terms and Conditions apply (available upon request)

- American Express and Diners Card will no longer be accepted as a payment method.
- Delivery of orders cannot be guaranteed unless received 14 days before event tenancy.
- **Orders placed before 28 days from the first day of tenancy will be eligible for our early discount rate.**
- **Orders placed within 28 days from the first day of tenancy will incur a 20% surcharge on all of ExCeL Core Services.**
- ExCeL London will not be liable for any consequential or other direct or indirect loss suffered by the Customer howsoever caused.
- Refunds will ONLY be given if written cancellation is received not less than 14 days prior to tenancy (Subject to an administration charge).

Event / exhibitor details

Event Name: Stand Number and/or Room Name:

Please note it is your responsibility to advise us of any changes to stand number and/or location. Any associated remedial work will attract additional charges.

Order contact details

We require contact details so we can contact you about your order

First name: Last name:

Job title: Company:

Address:

.....

Country: Postal/zip code:

Telephone: Email:

VAT number: Direct Mail Opt-in:

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: Postal/zip code:

Telephone: Email:

Payment details

Orders will be invoiced, full payment must be received before the first build day of the event

Services will not commence until full payment is received

Payment Method: Bank Transfer

Credit Card *(Finance team will contact you)*

ExCeL London - ExCeL Core Services bank details

Barclays Bank PLC
London Corporate Banking,
PO Box 15161
50 Pall Mall
London, SW1A 1QA

Sort Code: 20-65-82
Account Number: 20971189
International Customers may require the following:
IBAN: GB95BARC20658220971189
BIC/SWIFT Code: BARCGB22