

**Compulsory Cleaning Service Move in/ Move Out
Order Form & contract**

**Once the form is completed, please return the form to "wgc-kr@naver.com" by email.
Deadline of placing order and full payment : 15 April 2022**

Exhibitor Name (Company name)	Hall / Booth No. :
Invoice Address	Tel / Fax
Authorized Person (Name / Title)	
Mobile	Email
Bank Details for payment	
-Bank Name : DAEGU BANK, -Bank Branch : YUTONGDANJI BRANCH, -Bank address : 2310,DALGUBEOL-DAERO, SUSEONG-GU,DAEGU,SOUTH KOREA -Swift code : DAEBKR22, -Beneficiary name : SONAMU AHN YOUNGDON, -Account number : 532101224046 -Beneficiary address : 21,YUTONGDANJI-RO 3-GIL, BUK-GU, DAEGU, 41506, SOUTH KOREA, -Beneficiary telephone : +82-53-383-9867	

Move-in Cleaning (Compulsory)

All prices include on-site build waste collection and removal from the venue, and cover all the days of move-in.

No.	Item	Stand Size		Unit Price / sqm	Service time	Amount
SW01	On-site build waste removal	sqm	10 sqm~36sqm	USD 5.00	Move-in days	USD
		sqm	37sqm~72sqm	USD 4.80		
		sqm	73sqm~135sqm	USD 4.60		
		sqm	136sqm~270sqm	USD 4.40		
		sqm	271sqm~576sqm	USD 4.20		
Total Amount						USD

Move-out Cleaning (Compulsory)

No.	Item	Stand Size		Unit Price / sqm	Service time	Amount
SW02	Stand disposal & waste removal including raised floor ^{*1}	sqm		USD 15.00	Move-out days	USD
SW03	Floor disposal & removal only ^{*2}	sqm		USD 9.00		USD
SW04	Stand waste removal, excluding stand & floor ^{*3}	sqm	10 sqm~36sqm	USD 4.50		USD
		sqm	37sqm~72sqm	USD 4.20		USD
		sqm	73sqm~135sqm	USD 4.00		USD
		sqm	136sqm~270sqm	USD 3.80	USD	
		sqm	271sqm~576sqm	USD 3.60	USD	
Total Amount						USD

*1. The Exhibitor/Contractor who will leave the stand behind including the floor can choose this option.

*2. The Exhibitor/Contractor who will take the stand back but leave the floor behind can choose this option.

*3. The Exhibitor/Contractor who will take the stand back and won't leave any stand material or flooring behind can choose this option. Only rubbish can be left behind.

Notes :

1. We highly recommend that the exhibitors have their staff supervise the construction site, and keep the stand materials separated from the waste. Any materials for stand build must be removed from the area to be cleaned, especially from the aisle way. We don't take responsibility for the disposed, removed or deserted items in the aisle way.
2. Cleaning Service time is 9 am ~ 6 pm.
3. On-site request for cleaning service could be rejected. Cleaning service order should be made through written form and before the event opens. Service orders will be scheduled only when full payment has been received before the event opens.
4. Cancellation of cleaning service order must be submitted at least 15 days before the service day starts. In case of failure, 30% of the payment shall be deducted. And in case of on-site cancellation, 100% of the payment will be deducted.
5. Stand disposal cleaning will start on 26 June, 2021. Please make sure that all the exhibits, reusable items and belongings are removed, and the stand is left empty.
6. While breaking down the stand, any contractor cannot be present on the stand for the safety reasons.

Price rate policy

- Failure of ordering cleaning and full payment before deadline can result in delay or rejection of stand approval.
- 10% Tax will be added.

I declare that all the notes related to 'Cleaning Service' are understood and accepted.

Authorized Person : (name) _____ (signature)