Royal PARAGON HALL

CLEANING SERVICE ORDER

Please submit and make a payment before: _____

This form must be completed before deadline to
Operations Department, Royal Paragon Enterprise Co.,Ltd.(HQ)
991 Siam Paragon Shopping Center, Rama 1 Road, Pathumwan, Bangkok 10330
Tel: (662) 610 8011 Fax: (662) 610 8040
Tax ID No. 0105549030305

Contact Name : _____ Telephone No : (662)_____ Fax No. : (662) 610 8040 Email : _____

Event Name : _____ Event Dates : _____

Company Name : _____ Booth No. : _____

Name (Mr./Mrs./Miss) : _____ Email : _____

Company Address : _____

Telephone No. : _____ Facsimile No. : _____

Issue receipt on behalf of : ☐ Juristic Person (Please indicate Tax ID. No.) _____

☐ Natural Person (Please indicate Passport No.) _____

Date	Shift			Service Fee/Person/Shift (Baht)		No. of Order (Person)	Amount (Baht)
	00.01-08.00*	08.00-16.00*	16.00-24.00*	Before Deadline	After Deadline		
				880.-	1,150.-		
				880.-	1,150.-		
				880.-	1,150.-		
				880.-	1,150.-		

Remark:	Sub Total	
* Working hours above is separated into operations time 7 hours and free time 1 hour.	VAT 7%	
Overtime charges of Baht 120.-/pax/hour is applicable after 8 hours. (not exceeding 2 hours)	Grand Total	

Terms & Conditions

1. *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.
2. *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: 855-0-04894-9 (Saving)
     Bank's Name : Bangkok Bank, Siam Paragon Branch SWIFT Code : BKKBTHBK
     and please submit a copy of evidence of your payment to fax no. (662) 610 8040 before _____.
3. Any Transaction fee and/or bank charge will be responsible by exhibitor.
4. Please apply the exchange rate on the payment date.
5. *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)
6. *On-site order:* Service may not be provided.
7. *Alterations to Orders:* Alterations made in writing to any order after _____ will be handled as a late order.
8. *Cancellation of Orders:* Cancellation of orders will only be accepted when made in writing to Operations Department before _____. Late cancellation of order after_____ is subject to a charge at a half of Before Deadline Rate.
9. Royal Paragon Hall is entitled to add, alter, or amend these terms and conditions at its sole and absolute discretion without prior notice.

(Signature) :		(Signature) :	
Requested By :		Acknowledged and Confirmed By :	
Date :		Date :	