



CENTRE EY CENTRE

BOOTH CLEANING

Booth Number

Show Name and Date

Company Name

Telephone Number

On-Site Contact Name

E-mail Address

Contact Cell Number

Address

COST

CLEANING	Booth Size (sq. ft.)	Charge per Booth in CDN Funds	Total	Number of Days (please specify in Notes, which days)
<u>Daily Exhibit Cleaning</u>	Less than 401	\$0.20 per sq. ft.		
	401 - 1000	\$0.18 per sq. ft.		
	1,001 – 1,500	\$0.16 per sq. ft.		
	1,501 +	\$0.14 per sq. ft.		
HST # 84802 3404 RT0001		Total multiplied by Number of Days		
		13% HST		
		TOTAL Booth Cleaning		

Notes &
Special Requirements

METHOD OF PAYMENT

(Must be made at time of ordering)

Cheque ☐ made payable to EY Centre Credit Card (please check) ☐ Visa ☐ Mastercard ☐ Amex

Cardholder's Name (please print)

Card Number

Cardholder's Signature

Expiry Date

Security Code

Client Signature

Date

Save and e-mail the completed form to cleaning@eycentre.ca or print and fax the completed form to the
EY Centre at 613-688-4824.



EXHIBITOR ORDER FORM

Contact Name: _____

Company: _____

Address: _____

City: _____ Province: _____ Postal Code: _____

Telephone: _____ Facsimile: _____ Email: _____

Event Name: _____ Dates: _____

Booth Number: _____

Payment: Cash ☐ Cheque ☐ Credit Card ☐

Catering Payment Policy

All food and beverage requires full payment one week prior to the start of your event. Credit Cards will be required to cover any on site incidentals. (If you are paying by credit card, fill out the attached credit card authorization form.)

Catering Rules and Regulations

The EY Centre has exclusive food and beverage distribution rights within the EY Centre. Exposition sponsoring organizations and/or exhibitors may distribute sample food and/or beverage upon written request, pending authorization. A Sample Food and/or Beverage Authorization Request can be requested via your Event Coordinator or our Food & Beverage Manager.

Ordering Deadline

All catering orders should be received no later than seven (7) days prior to the start of the show. All food and beverage orders placed on site will be from a reduced menu.

Requested Times

☐ Morning Delivery (7am - 8am)

☐ Lunch Time Delivery (11am - 11:30am)

☐ Afternoon Deliver (1pm - 2pm)

☐ Evening Delivery (5pm - 6pm)

CENTRE EY CENTRE
BAR LISTING

Cash or Host Bars

In the event the net alcohol consumption exceeds \$400 per bartender per 4 hour shift, the bartender(s) labour charge is waived. Otherwise, per Bartender, a minimum of \$160.00 for a 4-hour shift is invoiced, after that a \$30 per hour additional charge.

Service charge & taxes are additional.

Spirits \$7

Pinnacle Vodka | Bacardi Rum | Damrak Gin | Canadian Club Rye

Beer

Domestic Beer \$6

Molson Canadian | Coors Light | Alexander Keith's

Import Beer \$7

Heineken | Clocktower | Beau's | Kichesippi

Wine

White Wines

Jackson Triggs Black Reserve Chardonnay, Niagara VQA, 2010 (750ml) **\$30/Bottle**

Luminous gold in colour, this wine is beautifully structured and displays alluring aromas of butterscotch, cashew, ripe tropical sweet fruit, vanilla and toasted oak. Accentuated by a rich and creamy butter finish, the vibrant flavours of citrus, apple and pear perfectly integrate with clean refreshing acidity.

Inniskillin Niagara Series Riesling, Niagara VQA (750ml) **\$32/Bottle**

Quite a charming wine. Pale straw coloured, it offers expressive floral notes, peach, pear, and citrus zest. Just slightly off dry, it is well balanced with acidity and a crisp, lively finish.

Woodbridge by Robert Mondavi, Lightly Oaked Chardonnay, California (750ml) **\$36/Bottle**

This light Chardonnay offers a fresh mélange of fruit, floral, and mineral nuances, with a touch of oak aging to enhance the silky texture

Kim Crawford Marlborough Sauvignon Blanc, New Zealand (750ml) **\$42/Bottle**

A well balanced wine with intense aromas of gooseberry, passion fruit and citrus flavours.

Red Wines

Jackson Triggs Black Reserve Cab Franc Cabernet Sauvignon, Niagara VQA (750ml) **\$30/Bottle**

A light Cabernet Sauvignon profile, this wine is aromatic, exhibiting a core of ripe plum, blackcurrant and bell pepper. Dark fruit flavours supported by leather tannins and hint of spiced vanilla lead to a rich, extended finish.

Inniskillin Estate Select Pinot Noir VQA Niagara Peninsula (750ml) **\$33/Bottle**

Piquant spice, beet root and savory aromas provide segue for a balanced and beautiful river of tangy red cherry and racy, spice-laden pomegranate interwoven with ripe, juicy black plum

Marcus James Malbec, Argentina (750ml) **\$34/Bottle**

A light Malbec style of wine. Medium deep ruby red; aromas and flavours of plum, ripe black berry, currant, violet, cherry and herb; dry, light bodied, with soft tannins; medium long finish, warm spicy notes; easy drinking style.

Woodbridge by Robert Mondavi, Cabernet Sauvignon (750ml) **\$36/Bottle**

Deep garnet red; wild red berry & cassis aroma; fresh fruit flavour, balanced wine, soft tannins, good quality, easy drinking.

CENTRE **EY** CENTRE
ALCOHOL ORDER FORM
Based on availability

Beer

	Domestic Beer		Totals
☐ ____	Bottle of Molson Canadian	\$6.00	= ____
☐ ____	Bottle of Alexander Keith's	\$6.00	= ____
☐ ____	Bottle of Coors Light	\$6.00	= ____
Import Beer			
☐ ____	Bottle of Heinken	\$7.00	= ____
☐ ____	Bottle of Clocktower Craft Brew	\$7.00	= ____
☐ ____	Bottle of Beau's	\$7.00	= ____
☐ ____	Bottle of Kichesippi	\$7.00	= ____

Wines

	White Wines		
☐ ____	Bottle of Jackson Triggs Black Reserve Chardonnay	\$30.00	= ____
☐ ____	Bottle of Inniskillin Niagara Riesling	\$32.00	= ____
☐ ____	Bottle of Woodbridge by Robert Mondavi Chardonnay	\$36.00	= ____
☐ ____	Bottle of Kim Crawford Sauvignon Blanc	\$42.00	= ____
Red Wines			
☐ ____	Bottle of Jackson Triggs Black Reserve Carbonet Sauvignon	\$30.00	= ____
☐ ____	Bottle of Inniskillin Estate Select Pinot Noir VQA	\$33.00	= ____
☐ ____	Bottle of Marcus James Malbec, Argentina	\$34.00	= ____
☐ ____	Bottle of Woodbridge by Robert Mondavi, Cabernet Sauvignon	\$36.00	= ____

Grand Total: _____

Prices do not include tax or service charge.



FOOD & BEVERAGE ORDER FORM

Beverages

		Totals
☐ ___ Coffee or Tea - Small Thermos (64oz 8 Cups)	\$22.00	= _____
☐ ___ Coffee or Tea - Large Thermos (160oz 20 Cups)	\$55.00	= _____
☐ ___ Coffee Pod Machine Rental (includes 12 pods)	\$120.00	= _____
☐ ___ Additional Pods	\$20.00 dz	= _____
<i>All Coffee Service (includes Creamers, Sugar, Stir Sticks & Cups)</i>		
☐ ___ Soft Drinks Assorted (355ml - Pepsi Products)	\$2.50	= _____
☐ ___ By the case	\$48.00	= _____
☐ ___ Bottle Water (591ml - Aquafina)	\$3.00	= _____
☐ ___ By the case	\$48.00	= _____
☐ ___ Dole Premium Juices (Apple, Orange, Cranberry, Strawberry Kiwi)	\$3.00	= _____
☐ ___ By the case	\$48.00	= _____
Ice Delivery	☐ ___ 5lbs Bag - \$5.00 ☐ ___ 25lbs Bag - \$25.00	= _____

Bakery Items

Assorted Muffins	☐ ___ Each - \$1.95	☐ ___ Dozen - \$25.00	= _____
Assorted Cookies	☐ ___ Each - \$1.35	☐ ___ Dozen - \$16.00	= _____
Assorted Pastries	☐ ___ Each - \$2.25	☐ ___ Dozen - \$27.00	= _____

Snack Items

Individual Chips	☐ ___ Each - \$2.00	= _____
Chocolate Bars	☐ ___ Each - \$2.00	= _____
Granola Bars	☐ ___ Each - \$2.00	= _____
Mixed Nuts	☐ ___ Each - \$2.00	= _____

Box Lunches

☐ ___ Buffalo Chicken Wrap (w/ Lays Plain Chip, Canned Pop)	\$9.00	= _____
☐ ___ EY Turkey Fococcia Club (Lays Plain Chip, Canned Pop)	\$10.00	= _____
☐ ___ Grilled Chicken Caesar (Lays Plain Chip, Canned Pop)	\$10.00	= _____
☐ ___ Personal Pizza (All dressed, Cheese, Veggie or Combo w/ Canned Pop)	\$15.00	= _____

Hospitality Items

All platters come with Disposable Plates, Cutlery and Napkins. Based on 10 person minimum orders

☐ ___ Assorted Sandwiches	\$6.00 pp	= _____
☐ ___ Assorted Wraps	\$6.00 pp	= _____
☐ ___ Fruit Platters	\$4.00 pp	= _____
☐ ___ Chips & Salsa	\$6.00 pp	= _____
☐ ___ Sushi Platters	\$8.00 pp	= _____

Cheese Platters ☐ ___ Import Cheese - \$9.00 pp ☐ ___ Domestic - \$6.00 pp = _____

Grand Total: _____

Prices do not include tax or service charge.



FOOD & BEVERAGE CREDIT CARD AUTHORIZATION FORM

Name of Event: _____

Total Amount =

Food & Beverage Order Form Total

+ _____
Alcohol Order Form Total

+ _____
Administrative Charge (15%)

+ _____
HST (13%)

= _____
Grand Total

I hereby authorize the EY Centre to place any charges I incur at the facility to my credit card account. To ensure the proper processing, please mark an X in the appropriate box below to indicate where your credit card was issued.

☐ Canada

☐ Other (USA and International)

Company Name

Credit Card number

Expiry Date

Name of the card holder

Signature of credit card holder

NOTE:

We require a photocopy of both the front and back of the signed credit card to be returned with this form.