

the TORONTO
**CONGRESS
 CENTRE**

Business Services Form

Contact Name:	Date:
Company Name:	Event ID#:

Business Services Provided				
	Unit	Price	Quantity	Item Total
Photocopies:	(B/W) copies	\$ 1.25 / ea		
	(Colour) copies	\$ 1.30 / ea		
	Printing per Page	\$0.70 / ea		
Fax Services:	(Local) First Page	\$ 4.50		
	(Local) Additional Page	\$ 1.60 / ea		
	(LD) Page	\$ 5.00 / ea		
Stationary Items:	Transparencies	\$ 3.35 / ea		
	Pens	\$ 2.00 / ea		
	Paper Pads	\$ 2.00 / ea		
	Flip Chart Markers	\$ 2.40 / ea		
	Black Markers	\$ 2.40 / ea		
	Scissors	\$ 15.75 / ea		
	Stapler	\$ 15.75 / ea		
	USB	\$8.00 / ea		
	Name Badge Labels (Individual)	\$1.50		
	Name Badge Labels (Pack of 10)	\$10.50		
Other Items:	Use of the Boardroom	\$ 55.00 / hr		
			Sub-Total	
			13% HST	
			TOTAL	

Please choose a method of payment: (Cheques payable to Toronto Congress Centre)				
<input type="checkbox"/> Diners Club	<input type="checkbox"/> Visa	<input type="checkbox"/> MasterCard	<input type="checkbox"/> Amex	Total Amount to be Charged:
<input type="checkbox"/> Cash	<input type="checkbox"/> Cheque <input type="checkbox"/> On Account (Must be initialed by convener)			
Card Number:			Expiry:	
Card Issued To:				
Signature:				

**Printing Needs Exceeding 500 Pages or Additional Services Required:
 Please Contact Print 3 at sales@print3.net or 416-246-9803**