



Citadel Security Agency

34 91st Street
Brooklyn NY 11209
Phone 212-509-5570 Fax 732-279-6549
FERRARA@CITADELSECURITYAGENCY.COM

INVOICE

DATE:
INVOICE #
BOOTH #

BOOK EXPO

2018

Name
Company
Address
City, State Zip
Phone
E-mail

Mobile

Comments or Special Instructions: Guards are employed on a shift to shift basis. Guard service prior to or after regular hours are billed on an hour to hour basis. Weekends are considered overtime. Six (6) hour minimum applies. **Payment is due prior to start of services** Guards not relieved at designated time could result in additional overtime charges.

Cancellations must be made 24 hours in advance
Changes to start times cannot be accomodated on site

RATES

\$26.00/hr Mon - Fri

\$39.00/hr Sat-Sun-Holidays

\$50.00/hr Armed Straight Rate

QUANTITY	DAY	DATE	Midnight x 8am	8am x 4pm	4pm x Midnight	TOTAL HOURS	Hourly Rate	AMOUNT
1gd	Mon	5/28/18					\$ 39.00	\$ -
1gd	Tue	5/29/18					\$ 26.00	\$ -
1gd	Wed	5/30/18					\$ 26.00	\$ -
1gd	Thu	5/31/18					\$ 26.00	\$ -
1gd	Fri	6/1/18					\$ 26.00	\$ -
1gd	Sat	6/2/18					\$ 39.00	\$ -
1gd	Sun	6/3/18					\$ 39.00	\$ -

SUBTOTAL	\$ -
TAX RATE	8.875%
SALES TAX	\$ -
Administrative	\$ 275.00

Check TOTAL	
Credit Card TOTAL	



Name on Card :	Sec Code
Card #	Exp Date:

THANK YOU FOR YOUR BUSINESS

Make all checks payable to **Citadel Security Agency, Accounts Payable, 34-91st Brooklyn NY 11201**

If you have any questions concerning this invoice, contact Rita Ferrara at 212-509-5570 or ferrara@citadelsecurityagency.com

The sole intent of the contract security company is to provide a visible deterrent. The contract security company is being paid for services designed to deter certain risks or losses and all amounts being to guarantee the the service supplied will avert or prevent occurrences, or losses there from, for which the service is designed to deter or avert."
Contract security company will not be responsible for any social media posts or distribution of any material which infringes the copyright, trademark, patent, trade secret or other intellectual property or

