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Cleaning Service

Phone: (123) 456-7890

email@yourbiz.com

Address main st.

City, state, zip

Cleaning Proposal

FOR:

Date:

Phone:

LOCATION:

CLEANING SERVICES REQUIRED			
Area / Description		WEEKLY	OTHER
		DAILY	
RESTROOMS			
Toilet - male / female	Deep - Sanitize / Polish		
Flush Combination	Empty / Line Sanitize		
Door - Inside / Outside	W - Clean - Sanitize		
Glass - Mirror - Chrome	Clean - Polish		
Floor	Sweep / Mop - Sanitize		
Partitions - Glass	Strip / Wipe / Spot Clean		
Walls w/ Tiles - Grout	Strip / Wipe		
FLOORS			
Wooden	Sweep		
Redwood	Mop		
Wooden	Wax		
Wooden	Buff		
Rug - Carpet	Vacuum - Shampoo		
Ceramic - Tileset	Grout - Wipe		
Flo - Other	Sweep - Mop		
EXTERIOR			
Entrance	Sweep		
Staircase	Polish		
Roof - Gutter	Sweep		
Driveway	Sweep		

CLEANING SERVICES REQUIRED			
Area / Description		WEEKLY	OTHER
		DAILY	
DOORS & WALLS			
Entrance Glass Door	Clean		
Interior Glass	Clean		
Window - Inside/Outside	Wax		
Door - Frame - Wall	Spot Clean		
Entrance Wall	Wax		
Ceiling Corner	Spot Clean		
MISCELLANEOUS			
Rest Room	Empty		
Rest Room	Empty - Strip / Wipe		
Handing machines	Wash / Wipe		
Light	Wash - Wipe / Clean		
Chair - Chair - Polster	Spot - Strip / Wipe		
Chair - Arm - Back	Clean - Shampoo		
Armchair - Chair	Vacuum - Shampoo		
Desk	Vacuum / Polish / Wax		
Desk Window - Desk	Clean		
Desk / Furniture	Clean - Polish - Sanitize		
Desk / Furniture	Clean - Wipe		
Light / Furniture - Handle	Clean - Polish		
Desk / Storage Room	Vacuum - Shampoo		
Desk - Table - Frame	Spot - Cleaned		

Special Instructions:

TERMS AND ESTIMATE

Should material or labor costs increase, an extra charge above the estimate may result. Any alteration or deviation from the specifications included in this proposal involving additional costs will be executed only upon written orders. All material is guaranteed to be as specified. All work is to be completed in a quality manner according to standard practices. All agreements are contingent upon illness, accidents, or delays beyond our control.

1. Cleaning supplies will be purchased by _____.
2. Either party may terminate this Contract with 30 days written notice if the other becomes uncooperative.
3. Total cost for cleaning will be \$ _____ per month.
4. Service date begins _____.
5. This offer expires on _____.

Quoted by: _____

Acceptance of Proposal: By signing you agree to the terms of this proposal. ☒ _____

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web for example the shoe manufacturer produces three different shoe typologies i e classic casual prototypes the sole manufacturer produces two typologies of soles i e leather leather rubber insole manufacturer produces two main outputs i e insole footbed etc

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