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ACME CLEANING
cleaning services

CLEANING PROPOSAL



COMPANY NAME

123 Maple Street Anytown, PA 17101
info@example.com - www.example.com
(123) 1234567



PREPARED FOR

Name

Address

Phone Number

Email

Property Type



ACME CLEANING
cleaning services

COVER LETTER

Date Today:

Prepared for:

Dear _____,

Thank you for your time on checking our cleaning service proposal.

We are ABC Cleaning Company and we provide first-rate and superior cleaning services. We produce a high-quality service that is affordable and flexible.

Having a clean property will lower stress, prevent the spread of germs and bacteria, keep the pests away, lessen allergy attacks, promote safety and many more.

In this proposal, you'll see short information about our services, pricing quote, terms and conditions.

We look forward to talking with you.

Sincerely,

John Doe
Manager
Company Name

COMPANY OVERVIEW

ABOUT THE COMPANY

We are ABC Cleaning Company and we provide first-rate and superior cleaning services. We produce a high-quality service that is affordable and flexible.

Since our establishment, we have served many individual and corporate customers. With our professional team, we offer services in line with the special needs of the Clients.

VISION & MISSION STATEMENT

Our vision is to produce high-quality service that is affordable and flexible to our Clients. Our aim is to create service programs in line with the specific needs of our clients and to transform living spaces into healthier and more livable areas.

In this direction, we first analyze the areas you want to be cleaned and create service programs by considering the health of all living things in this area. Your plants and pets are also very valuable to us.

In order to breathe healthier in your living spaces, we invite you to the professional world of ABC Cleaning Company.

OUR SERVICES

SERVICES OFFERED

Services	Description
General Cleaning	We will wash the walls; wash the ceilings; mop the floors; clean the stairs; clean the windows; make sure the kitchen and bathrooms are thoroughly clean.
Floor Cleaning	We will beautify the floor by making sure that there are no stains, dirt and dust. We use different kinds of solutions to achieve this. We also make sure that there are no unnecessary odors on the floor.
Office Cleaning	We will make sure that the workspace of your employees is clean. This includes the pantry, entrance, bathroom, function rooms, and kitchen. We will also clean the windows and the walls.
House Cleaning	We will make sure that the surroundings of your house are clean and free from obstructions. We will clean the living room, bathroom, kitchen, dining, and bedroom.
Carpet Cleaning	We will clean the carpet using hot water extraction. After that, we will manually brush it and make sure there are no stains or pet hair.
Window Cleaning	We will clean the windows using our company-made solution. This will remove marks, stains, and odor efficiently.
Transferring House Cleaning	Moving out and moving in is a tough challenge. We can help you with cleaning the old house and the new house with this service.

OUR PRICING

PRICE QUOTE

	Price	Duration	Cost
General Cleaning			
Floor Service			
Office Cleaning			
House Cleaning			
Carpet Cleaning			
Transferring House Cleaning			

* These quotes are valid until _____.

* The prices stated above are valid for standard sized spaces. Therefore, if you think that the area you want to be cleaned is of a size above the standard, please request a special quote for you.

TERMS AND CONDITIONS

I. PARTIES

This Cleaning Proposal is specially prepared for _____ (the "Client" hereinafter) by ABC Cleaning Company.

If the Proposal is approved, it will be accepted as an agreement between the parties and terms and conditions set out below will be binding between the Customer and the Company.

II. TERM

The service indicated above shall start on _____ and shall end upon terminating the contract.

Each party has the right to terminate the contract by giving 30 days' written notice.

III. PRICING AND PAYMENTS

The Client requests _____, _____ from the services specified above. The weekly pricing will be _____. It will be collected every _____ of the month. Payments will be made by _____. If the client failed to pay within (5) days after the due date, late charges of _____ will be applied.

If the Client defaults on payment, the Company may suspend service provision or terminate the contract immediately, with a written notice.

IV. SERVICES SCHEDULE

The parties have agreed that the service will be provided as follows;

Day(s) to be served: _____

Frequency of service: _____

The customer may request that the service be transferred to another day due to its special conditions. The company does its best to meet this demand, but reserves the right to delay service delivery if it is not possible.

V. RIGHTS & OBLIGATIONS OF THE PARTIES

- The Company assures that the services offered shall be in excellent and first-rate quality.
- The Client shall notify the Company of special situations that may require changes in service delivery such as allergies, cutaneous sense to specific detergents etc. Otherwise, the Company shall not be liable for any damages that may arise.
- In the event that special circumstances such as the above-mentioned special health problems require changes in the products used and this causes an extra cost, the Client is obliged to pay this cost.
- The Company shall not use cleaning materials that are harmful to human health, pets and plants.
- If the items in the cleaned area are damaged by the Company employees during the service delivery, the damage is covered by the company upon the request of the Client.

VI. AMENDMENT

This proposal can only be changed or modified by the Company. A new proposal will be made if the Client wishes to change the content of the document.

After the approval of the Client, the terms and conditions shall only be modified or changed by the written mutual consent.

VII. GOVERNING LAW

This proposal shall be governed under the laws of the State of _____ in the _____.

Company Signature

As of the date of _____, this proposal approved and the above terms and conditions have become binding.

Client Signature

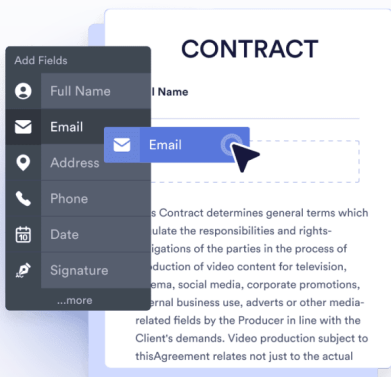


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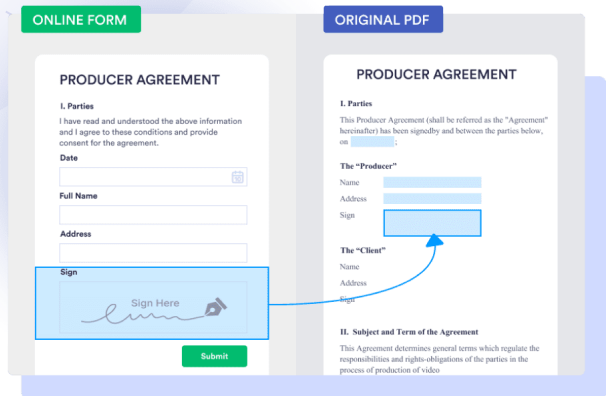
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