

Cleaning Proposal

Prepared For

Cover Letter

ABC Cleaning Company
1532 Stone Lane, Paoli, PA, 19301
johndoe@abccleaning.com
(123) 1234567

Date Today: {todaysDate}

Prepared for:

{clientName}
Client Address
{clientEmail}
{clientProperty}

Dear {clientName},

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, keeping the pests away, lessen allergy attacks, promote safety and many more.

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

We look forward to talking with you.

Sincerely,

John Doe
Manager
ABC Cleaning Company

Company Overview

ABC Cleaning Company
1532 Stone Lane, Paoli, PA, 19301
johndoe@abccleaning.com
(123) 1234567

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.

We produce high-quality service that is affordable and flexible to our clients. We implement first-rate and superior cleaning services to our clients.

VISION STATEMENT

Our vision is to produce high-quality service that is affordable and flexible to our clients.

MISSION STATEMENT

Our mission is to implement first-rate and superior cleaning services to our clients.

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

NOTE

The specified pricing above is on a **weekly basis**.
This pricing quote is valid only until **{proposalValidity}**.

Terms and Conditions

I. ACKNOWLEDGMENT

The ABC Cleaning Company acknowledges implementing the following services (*Please refer to Page 5*) to {clientName}.

II. TERM OF AGREEMENT

The service indicated above will start on {serviceStart} and will end upon terminating the contract.

III. PRICING AND PAYMENTS

- A. The weekly pricing will be \$ {totalAmount}.
- B. It will be collected every {typeA} of the month.
- C. Payments will be made by {paymentMethod}.
- D. If the client failed to pay within (5) days after the due date, late charges of {lateCharge} % will be applied.

IV. WORK SCHEDULES

Our working schedule is:

Days: {workingDays}

Hours: {workingHours}

V. WARRANTY OF SERVICES

The Company assures that the services offered will be in excellent and first-rate quality. For changes in the way of how we render our service, please notify the company.

If you are not satisfied with our work, kindly let us know so that we can further assist you.

Terms and Conditions

VI. INDEMNIFICATION

The Company and the Client indemnifies and hold harmless to each other against any claims, expenses, damages, and liabilities.

VII. AMENDMENT

This proposal can only be changed or modified by the company. A new proposal will be made if the clients wish to change the content of the document.

VIII. GOVERNING LAW

This proposal shall be governed under the laws of the State of _____ (Company State) in the _____ (Company Country).

Please sign below if you agree to avail our cleaning services. If you have any questions, please do not hesitate to contact us at {companyPhone} or via email at {companyEmail}.