



Please fax this back to our office for a bid in under 1 business day. (972)771-0537

ACCOUNT INFORMATION

Account Name or name of customer:	
Address:	
City	
State	
ZIP	
Account Manager	
Date	
Phone	
Customer contact	
Customer email	
Description of area cleaned	

CLEANING FREQUENCY

<i>(Complete and thorough nightly cleaning)</i>	
# days per week for complete clean	
Chosen days for complete clean	
<i>(Partial)</i>	
# days per week for partial clean	
Chosen days for partial clean	
<i>(Trash only)</i>	
# days per week for trash + rest rooms	
Chosen days for trash only	
<i>(Day clean)</i>	
Additional time for day cleaning	

RESTROOM SERVICE

Rest room service with wall deodorizers	
Enter 1 if standard clean, 2 if wall units	

REST ROOM CLEANING

Total rest room square footage		of carpet
		of waxable tile
		of wood
		of ceramic tile or concrete
Total number of rest rooms		
Total number of sinks		
Total number of urinals		
Total number of showers		
Weekly frequency for showers		
<i>(Note: If showers are only cleaned once a month enter .25 and twice a month enter .5)</i>		
Total number of mirrors		
Total number of commodes		
Total number of partitions (each side =1)		
Difficulty Factor for rest rooms		

OFFICE CLEANING

(Summary of floor types for all office areas to be cleaned)

Total square footage of all carpeted offices		
Total square footage of all tiled offices		(waxable)
Total square footage of all wood floor offices		
Total square footage of all other offices		(ceramic or concrete)

BREAK ROOM CLEANING

(Summary of floor types of all kitchen, break room and food service areas)

Break room total square footage		of carpet
"		of waxable tile
"		of wood
"		of ceramic or concrete

Travel time, discounts and minimums

Travel time in minutes		
Discount on additional services		
Minimum bid price per month		

ADDITIONAL SERVICES

Windows

Number of interior windows to be cleaned		
Annual interior cleaning frequency		
Number of exterior windows to be cleaned		
Annual exterior cleaning frequency		

Carpet cleaning

Annual frequency - steam cleaning carpets		
Annual frequency - bonnet cleaning carpets		

Floor Care

Annual frequency - deep strip and wax tile		
Annual frequency - scrub and top coat tile		
Annual frequency - Spray Buff		

Wall washing

Square footage of walls to be washed		
--------------------------------------	--	--