

PROPOSAL
Based on \$35 per hour
HOUSEKEEPING SERVICES

FULL HOME CLEAN OPTION - \$195 (approx. 5.5 hours)

Main Floor - kitchen, powder room (1/2 bath), den/office, living area, eating area, dining room, front foyer/front hallway.

Upper Floor – master bedroom, master bathroom, stairway/hallway

Lower Floor – 1 full bathroom, family room, office, guest bedroom, laundry area and stairs

Carpet and hard floor areas vacuumed, and hard floors washed on all levels, included stairway.

General Cleaning

High Ceiling Dusting (removal of cobwebs)
Wipe down all switch plate covers
Wipe down all outlet covers
Wipe down door frames
Wipe down doors, front and back
Wash and polish doorknobs
Wipe window frames and ledges
Clean and polish sliding doors/patio doors (inside and out weather permitting)
Spot clean windows (nose/handprints)
Wipe ceiling fixtures (lights and fans)
Wipe blinds/ dust curtains
Wipe baseboards
Vacuum carpets, edging
Vacuum hard floors
Wash hard floors
Empty all wastebaskets

Bathrooms

Shower and tub thoroughly cleaned and polished dry inside and out
Glass shower enclosure clean and polish dry
Sinks scrubbed and left shining
Tap fixtures cleaned and polished dry
Toilets scrubbed inside and out including base and behind
Vanity top cleaned (all items removed and replaced)
Mirrors polished
Lights dusted, wiped down
Cupboard fronts cleaned
Knick knacks wiped
Wall hangings wiped
Toilet paper and towel holders wiped

Kitchen

Wash countertops (all items removed and replaced)
Wipe and polish all small appliances on countertop (including microwave inside and out)
Top, front, and exposed sides of fridge washed and polished dry.
Stove top and oven front washed and polished as well as back panel
Stove vent wiped inside and out
All cupboard fronts washed
Sinks scrubbed and polished as well as taps
Kitchen table and chairs
Dishwasher outside and inside edges, washed and polished dry.
Stainless appliances, cleaned and polished dry.

Living Areas including Bedrooms

Dust furniture (all items removed, wiped and replaced)
Dust lamps and lamp shades
Clean under seat cushions on chairs and couches
Dust knick knacks
Polish mirrors and glass

Other

Straighten areas in minor disarray

HOURLY PRIORITY CLEAN at \$35 per hour with minimum 3 hours

You prioritize each visit what you would like to have cleaned in your home from top priority to not so important.

Below are approximate times of different areas in your home (the times are based on your home) so that you can create your list of the most important to the least important.

In the first box, number the rooms in priority from 1 to 16. I start with No. 1 and work my way down until the allotted time is up. I will cross of what I was able to do so that you know what to prioritize for the next visit.

The total time equals 5 ½ hours and each room include the vacuuming and washing of the hard floors in that time.

Kitchen	45 to 60 minutes
Living Room	20 minutes
Eating Area	25 minutes
Dining Room	25 minutes
Den/Office	15 minutes
Front Foyer/Front Hallway	10 minutes
Stairway leading up	10 minutes
Stairway leading down	5 minutes
Master Bedroom	10 minutes
Master Bath	40 to 55 minutes
Powder room	15 minutes
Bathroom (downstairs)	15 minutes
Family Room (downstairs)	20 minutes
Craft Room	15 minutes
Guest Bedroom	15 minutes
Laundry Room	15 minutes