Thank you for your e-mail and interest in using our services. Further to our conversation, I am writing to provide you a quote for **Professional One-off Cleaning**. The price will be **£1482.00**.

The Professional One-off Cleaning will include: (7) Floors, (2) Entrances.

Following are finer details about each individual service:

Job details are listed here. Please notify one of our office staff about any corrections as soon as possible.

Your **Professional One-off Cleaning Service** will cover the following: **(7) Floors, (2) Entrances**. The price will be **£1482.00, plus any parking fees incurred by our cleaners**.

We request that you are available to inspect the premises with one of our cleaners following job completion and make a **payment for the services rendered**. In order to provide an effective cleaning we would need the following requirements covered:

We need a warm water and electricity access.

Please, note what the service includes:

1. All the necessary equipment and detergents will be provided.

2. The price is all tax inclusive. No additional sub-charges will apply.

Please, see below a list of what the service covers:

Vacuum and mop hardwood floors Clean and polish all door frames and window ledges from the inside Scrub and sanitize floors and stairwells

Please, note that when arriving on site we keep the right to amend the price if the description given differs from the actual size and condition of the property.

Please bear in mind that **our technicians won't move heavy furniture**, which is mostly done not to damage anything in the process. Any moving of furniture must be done prior to the service from the client and **any dirt and dust accumulated after the service from the moving of furniture will not be treated as a cause for a re-clean from our end.**

If you need to cancel any cleaning appointment you must give us notice at least 48 hours before the service. If you give us less than this or there is no one on site to let the cleaning team in the property a cancellation fee of £45 will apply.

- We kindly request a deposit of **£741** to be paid in advance. We will prepare an invoice and send it along with the confirmation email.

Please, feel free to share your comments on the quotation. Should you need to book your appointment or if you have any further questions, please contact us at your earliest convenience on the number provided below.

If you receive a more competitive quote than ours, call or e-mail us back. We will beat the competition and serve you better!

--Sincerely, Denise Jones Sales Consultant Monster Cleaning Phone : 0333 555 2076 Email: <u>office@monstercleaning.com</u> Web: monstercleaning.com