## **Kitchen Cleaning Service Proposal**

**[Your Company Name]  
[Your Company Logo]  
[Address]  
[Phone Number | Email | Website]**

### **1. Cover Letter**

* A personalized introduction mentioning your specialization in kitchen cleaning services.
* Highlight the importance of a hygienic kitchen and your dedication to providing exceptional service.
* Express gratitude for the opportunity to serve the client.

### **2. Executive Summary**

* Overview of your kitchen cleaning services.
* Highlight the use of safe, eco-friendly products and efficient cleaning techniques.
* Briefly mention how your services meet the client’s kitchen cleaning needs.

### **3. Client Information**

* Name of the client.
* Address or location of the kitchen to be cleaned.
* Contact details.

### **4. Scope of Work**

* **Services Offered:**
  + Cleaning of countertops, cabinets, and shelves.
  + Degreasing stovetops, ovens, and range hoods.
  + Deep cleaning of sinks, faucets, and tiles.
  + Cleaning appliances (microwave, refrigerator, etc.).
  + Sweeping, mopping, and sanitizing floors.
* **Frequency:**
  + One-time, weekly, or monthly services.

### **5. Customization for Client Needs**

* Address specific client needs (e.g., cleaning after a party or regular maintenance for commercial kitchens).
* Highlight any unique preferences, such as using organic cleaning solutions or focusing on particular appliances.

### **6. Cleaning Schedule**

* Mention proposed dates and times for kitchen cleaning.
* Flexibility to adjust to client preferences.

### **7. Pricing and Payment Terms**

* Clear breakdown of costs:
  + Base package for general kitchen cleaning.
  + Add-ons (e.g., appliance deep cleaning or grout scrubbing).
* Payment methods and terms

### **8. Equipment and Supplies**

* List eco-friendly and food-safe cleaning products used.
* Mention advanced equipment like steam cleaners or degreasers, if applicable.

### **9. Staff Information**

* Assurance of trained professionals for specialized kitchen cleaning.
* Emphasize trustworthiness and professionalism.

### **10. Safety and Compliance**

* Detail safety measures, especially regarding kitchen appliances.
* Compliance with hygiene standards and regulations.

### **11. Client Testimonials or References**

* Include feedback from previous clients who used your kitchen cleaning services.
* Highlight successful projects (e.g., restaurant kitchens, residential kitchens).

### **12. Terms and Conditions**

* Cancellation policies, liability, and terms of service.
* Client and company signature section for mutual agreement.

### **13. Closing Statement**

* Reiterate your commitment to making kitchens spotless and hygienic.
* Include a call to action for scheduling the service.

### **14. Contact Information**

* Primary contact details for inquiries and scheduling