

# Living Room Cleaning Service Proposal

[Your Company Name]

[Your Company Logo]

[Address]

[Phone Number | Email | Website]

## 1. Cover Letter

- Personalized introduction highlighting your expertise in living room cleaning services.
- Emphasize the importance of a clean and inviting living space.
- Show gratitude for the opportunity to assist the client.

## 2. Executive Summary

- Overview of your living room cleaning services.
- Mention your attention to detail and commitment to creating a comfortable, clean environment.

## 3. Client Information

- Name of the client.
- Address or location of the living room to be cleaned.
- Contact details.

## 4. Scope of Work

- **Services Offered:**
  - Dusting and cleaning furniture and décor.

- Vacuuming carpets and rugs.
- Sweeping and mopping hard floors.
- Cleaning windows, blinds, and curtains.
- Polishing wooden furniture and surfaces.
- Removing cobwebs and spot-cleaning walls.
- **Frequency:**
  - One-time, weekly, or monthly services.

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

- Highlight tailored services like handling delicate furniture or using specific cleaning products for particular materials.
- Address specific client preferences.

## **6. Cleaning Schedule**

- Provide a proposed schedule for living room cleaning.
- Adjustments available based on client convenience.

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

- Cost breakdown:
  - General living room cleaning package.
  - Additional costs for special services (e.g., upholstery deep cleaning).
- Payment terms and accepted methods.

## **8. Equipment and Supplies**

- List of cleaning supplies and equipment used for furniture, floors, and windows.
- Mention eco-friendly and non-toxic products, if used

## **9. Staff Information**

- Information about experienced and reliable team members.
- Highlight training in handling delicate décor and furnishings.

## **10. Safety and Compliance**

- Assurance of careful handling of valuables and furniture.
- Liability coverage and adherence to safety standards.

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

- Share positive feedback from past clients about living room cleaning.
- Include examples of similar projects.

## **12. Terms and Conditions**

- Service agreement terms, cancellation policy, and liability limitations.
- Signature section for both parties.

## **13. Closing Statement**

- Reassure your commitment to a clean, comfortable living space.
- Strong call to action to schedule the cleaning service.

## **14. Contact Information**

- Provide contact details for inquiries and bookings