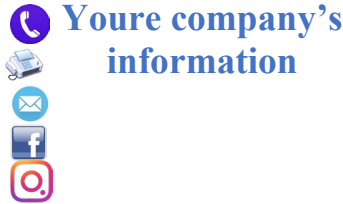


Walk -Through Proposal

Your company's
logo



Work order/Invoice	Date of Order()
	Date of Service

AREAS

KITCHEN	FORMAL ROOM	OFFICE / STUDY
☐ Clean Kitchen counters ,sink, faucet.	☐ General straightening up	☐ General straightening up
☐ Clean stove tops	☐ Sweep and mop or vacuum floors	☐ Complete vacuuming in all carpeted areas
☐ Clean microwave oven	☐ Dust baseboards, pictures, lampshades, knick-knacks, windowsills, furniture, light fixtures and other décor.	☐ Dust baseboards, pictures, lampshades, knick-knacks, windowsills, furniture, light fixtures and other décor.
☐ All cupboard and appliance surfaces cleaned	☐ Spot clean walls and windows to remove fingerprints and smudges	☐ Polish furniture
☐ Polish furniture	☐ Garbage removal	☐ Garbage removal
☐ Dust baseboards, pictures, lampshades, knick-knacks, windowsills, furniture, light fixtures and other décor.		
☐ Garbage removal		
☐ Sweep and mop or vacuum floors		

AREAS

DINING ROOM	FAMILY ROOM	POWDER ROOM
☐ General clean up	☐ General straightening up	☐ Sanitation of showers and bathtubs
☐ All cupboard and appliance surfaces cleaned	☐ Sweep and mop or vacuum floors	☐ Sanitation of sinks and vanities
☐ Polish furniture	☐ Dust baseboards, pictures, lampshades, knick-knacks, windowsills, furniture, light fixtures and other décor.	☐ Mirrors cleaned
☐ Dust baseboards, pictures, lampshades, knick-knacks, windowsills, furniture, light fixtures and other décor.	☐ Spot clean walls and windows to remove fingerprints and smudges	☐ Floors vacuumed or mopped
☐ Spot clean walls and windows to remove fingerprints and smudges	☐ Garbage removal	☐ Toilets cleaned
☐ Garbage removal		
☐ Sweep and mop or vacuum floors		

AREAS

MASTER BEDROOM	MASTER BATHROOM	LAUNDRY ROOM
☐ General straightening up	☐ Sanitation of showers and bathtubs	☐ General clean up
☐ Dust baseboards, pictures, lampshades, knick-knacks	☐ Sanitation of sinks and vanities	☐ Clean counters ,a sink, a faucet.
☐ Beds made and linen changed (if linens are left on bed)	☐ Mirrors cleaned	☐ All cupboard and appliance surfaces cleaned
☐ Complete vacuuming in all carpeted areas	☐ Floors vacuumed or mopped	☐ Dust baseboards, pictures, lampshades, furniture, light fixtures and other décor
☐ Garbage removal	☐ Toilets cleaned	☐ Floors vacuumed or mopped
		☐ Garbage removal

	AREAS													
1ST BEDROOM	2ND BEDROOM	3RD BEDROOM												
☐ General straightening up	☐ General straightening up	☐ General straightening up												
☐ Dust baseboards, pictures, lampshades, knick-knacks,	☐ Dust baseboards, pictures, lampshades, knick-knacks	☐ Dust baseboards, pictures, lampshades, knick-knacks												
☐ Beds made and linen changed (if linens are left on bed)	☐ Beds made and linen changed (if linens are left on bed)	☐ Beds made and linen changed (if linens are left on bed)												
☐ Complete vacuuming in all carpeted areas	☐ Complete vacuuming in all carpeted areas	☐ Complete vacuuming in all carpeted areas												
☐ Garbage removal	☐ Garbage removal	☐ Garbage removal												
	AREAS													
1ST BATHROOM	2ND BATHROOM	3RD BATHROOM												
☐ Sanitation of showers and bathtubs, sinks and vanities	☐ Sanitation of showers and bathtubs, sinks and vanities	☐ Sanitation of showers and bathtubs, sinks and vanities												
☐ Mirrors cleaned	☐ Mirrors cleaned	☐ Mirrors cleaned												
☐ Floors vacuumed or mopped	☐ Floors vacuumed or mopped	☐ Floors vacuumed or mopped												
☐ Toilets cleaned	☐ Toilets cleaned	☐ Toilets cleaned												
☐ Garbage removal	☐ Garbage removal	☐ Garbage removal												
	AREAS													
UPSTAIRS HALLWAY	DOWNSTAIRS HALLWAY	FRONT ENTRANCE												
☐ General straightening up	☐ General straightening up	☐ General straightening up												
☐ Dust baseboards, pictures, lampshades, knick-knacks, windowsills, furniture, light fixtures and other décor.	☐ Dust baseboards, pictures, lampshades, knick-knacks, windowsills, furniture, light fixtures and other décor.	☐ Dust baseboards, pictures, lampshades, knick-knacks, windowsills, furniture, light fixtures and other décor.												
☐ Garbage removal	☐ Garbage removal	☐ Garbage removal												
☐ Floors vacuumed or mopped	☐ Floors vacuumed or mopped	☐ Floors vacuumed or mopped												
	AREAS													
BACK ENTRANCE	FRONT STAIRWAY	BACK STAIRWAY												
☐ General straightening up	☐ General straightening up& dusting	☐ General straightening up& dusting												
☐ Dust baseboards, pictures, lampshades, knick-knacks, windowsills, furniture, light fixtures and other décor.	☐ Floors vacuumed or mopped	☐ Floors vacuumed or mopped												
☐ Garbage removal														
☐ Floors vacuumed or mopped														
	AREAS													
GARAGE / CARPORT & MISC (OUT BUILDINGS)	LANAI/ BALCONY	WALK-IN CLOSETS/ PANTRIES												
☐ General straightening up& dusting	☐ General straightening up& dusting	☐ General straightening up& dusting												
☐ Dust walls, baseboards, counter, storage, shelving, light fixtures , equipment,	☐ Dust baseboards, pictures, lampshades, knick-knacks, furniture, light fixtures and other décor.	☐ Dust baseboards, pictures, lampshades, knick-knacks, windowsills, furniture, light fixtures and other décor.												
☐ Garbage removal	☐ Floors vacuumed or mopped	☐ Floors vacuumed or mopped												
☐ Floors vacuumed or mopped														
OTHER AREAS OF THE HOUSE	COMMENTS	TOTAL												
		<table border="1"> <tr> <td>WORK DONE</td> <td></td> <td>\$</td> </tr> <tr> <td>EXTRA CHARGE</td> <td></td> <td>\$</td> </tr> <tr> <td>TOTAL HOURS</td> <td>At \$60.00</td> <td>\$</td> </tr> <tr> <td colspan="2">TOTAL</td> <td></td> </tr> </table>	WORK DONE		\$	EXTRA CHARGE		\$	TOTAL HOURS	At \$60.00	\$	TOTAL		
WORK DONE		\$												
EXTRA CHARGE		\$												
TOTAL HOURS	At \$60.00	\$												
TOTAL														
hereby acknowledge the completion of the above described work Our next scheduled visit :														
date	Thank you!													