

Your Logo & Business Information



Service Agreement / Contract Template

This Service Agreement is made between:

Client Name: _____

Service Provider: [Your Name or Business Name]

Business Address: _____

Phone: _____

Email: _____

1. Scope of Services

☐ Regular Residential Cleaning

☐ Deep Cleaning

☐ Move-In/Move-Out Cleaning

☐ Other: _____

Details:

Frequency: Weekly / Bi-Weekly / Monthly / One-Time

Start Date: _____

Address of Service: _____

2. Service Fees

Flat Rate: \$_____ per visit

Payment Due: ☐ Upon Completion ☐ Monthly Invoice

Accepted Methods: [Cash / Card / Venmo / PayPal / Other

3. Client Responsibilities

- ☐ Provide access to the property
 - ☐ Secure pets
 - ☐ Remove valuables from cleaning areas
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4. Provider Responsibilities

- ☐ Arrive on time and perform duties as outlined
 - ☐ Use professional-grade supplies and equipment
 - ☐ Maintain insurance coverage
 - ☐ Other
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5. Cancellations & Rescheduling

- ☐ 24-hour notice required

Late cancellations may incur a fee of \$_____

6. Termination Clause

This agreement may be terminated with a written notice of ____ days by either party.

7. Acknowledgment and Signature

Client Signature: _____ Date: _____

Provider Signature: _____ Date: _____