



# WORK ORDER 0001

For \_\_\_\_\_ Contact \_\_\_\_\_

Location \_\_\_\_\_

Phone \_\_\_\_\_ PO# \_\_\_\_\_

SERVICES REQUIRED					SERVICES REQUIRED													
AREA /ITEMS	WORK ORDERED	✓	1st Floor	2nd Floor	OTHER	AREA /ITEMS	WORK ORDERED	✓	1st Floor	2nd Floor	OTHER							
<b>SERVICES</b>						<b>BEDROOMS</b>												
Express	X					Dusting												
Deep Clean						Under Furniture												
Home Electro/Fogger						Light Switches												
Auto Package						Door Knobs												
						<b>FLOORS</b>												
<b>LIGHT DUSTING</b>						Sweep	X											
Ceiling	X					Spot Clean	X											
Window Sills	X					Mop	X											
Blinds						Trash Cans Empty	X											
Baseboards						Vacuum	X											
<b>KITCHEN</b>						<b>ADDITIONAL HOME SERVICES</b>												
Counters	X					Carpet Cleaning												
Sinks	X					Tile & Grout												
Microwave	X					Windows / Interior												
Appliance Surface	X					Oven Cleaning	X											
Cabinets	X (spot clean)					Refrigerator Cleaning	X (Top & Surface)											
						<b>VEHICLE</b>												
<b>BATHROOMS</b>						Sanitize												
Mirror(s)	X					Scent												
Sink(s)	X					Polish												
Toilet	X					Vacuum												
Shower	X																	
Walls	X (spot clean)																	

Special Instructions / Notes:

**Express Clean**

This service takes 2.5-3 hours with 1 or 2 Aussies depending on square footage. It includes a deep clean in up to 3 bathrooms, an express kitchen clean, and an overall vacuum & mop. If time permits, dusting and baseboards also included.

**Deep Clean**

This service typically takes 2-3 Aussies between 4 and 6 hours depending on square footage, scope of work ordered, and the condition of the property. The interior of the oven and microwave is included; exterior of refrigerator and dishwasher included. Window blinds & sills included, tracks vacuumed.

**Vacancy Cleaning**

Same as deep clean package & additionally includes disassembly and thorough cleaning of the refrigerator.

Payment Debit / Cash /Check # _____			
The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified.		Tax	
Signature _____ Date _____		Total	