



Perfect-Shine Matches You With Top-Rated  
Cleaners To Give You The Best Office Cleaning  
Services Experience Your Area Can Offer.

TYPES OF CLEANINGS		ONE TIME CLEANING			RECURRING
CLEANING WE RECOMMEND (Last time the office was professionally cleaned?)		within 30 days	between 30-60 days	over 60 days	Weekly, bi-weekly or monthly
ITEMS		Standard	Deep	Move In/ Move Out	Post Construction Heavy Duty
FLOORS: Vacuum & Mopped, including moving chairs & small furniture (under couch, cushions, rugs is deep cleaning. Steam mop not included)		✓	✓	✓	✓
CLEANING & DISINFECTING: all counters, work stations, desks, light switches & door knobs,empty garbage & replace bags (plastic bags not included)		✓	✓	✓	✓
DUSTING: furniture, frames, lampshades, tables, chairs, window sills, shelves, etc. (chandeliers not included)		✓	✓	✓	✓
BATHROOMS: Toilet disinfected in and out, Sink, Countertops and Mirrors cleaned. (Walk-in Shower & Tub not included)		✓	✓	✓	✓
KITCHEN AREA: Wipe down all countertops, tables & chairs, backsplash, sink area, stove top, hood vent, spot cleaning outside cabinets and drawers		✓	✓	✓	✓
Blinds, Shutters, Ceiling Fans, Blades Dusted & Wiped Down (curtains, vertical blinds, plastic blinds & air ducts vents not provided)			✓	✓	✓
Baseboard, Doors, Frames (walls and ceilings not provided)			✓	✓	✓
Inside Furniture, Cabinets & Drawers, Closets included.(if empty) Walk-in closets with furniture count for extra room				✓	✓
Inside Windows & Racks (1 sliding glass door in/out included & only windows we can reach, Outside windows not provided)					