

CONTRACT HOUSEKEEPING WORKSHEET

Unit ID#: _____ Unit Address: _____ # Sleeps: _____ # Baths: _____ Sq. Ft: _____

1) CLEANING SERVICES -- Includes: security lock-up of property upon guest departure (doors and windows locked, thermostat turned down, arming alarms, etc.); walk-through written inspection of property contents and condition; linen inventory; clean and vacuum entire home; make up beds with fresh linens; clean bathrooms and replace with fresh towels; replace kitchen & bathroom paper supplies and amenities; and band toilets.

<u>Sleeps:</u>	<u>Baths</u>	<u>Lndry Loads</u>	<u>Hours</u>	<u>X</u>	<u>Hrly Rate</u>	=	<u>Amount</u>	
*2	1	1	.75		\$14.00		\$10.50	
4	1	2	1.25		14.00		\$17.50	
6	1	3	1.75		14.00		\$24.50	
8	2	3	2.25		14.00		\$31.50	
*10	2.5	4	2.5		14.00		\$35.00	
*11	2.5	4	2.75		14.00		\$38.50	
*12	2.5	5	3		14.00		\$42.00	
*14	3	6	3.25		14.00		\$45.50	
*15	3	6	3.50		14.00		\$49.00	
*16	3	7	3.75		14.00		\$52.50	
*18	3	8	4		14.00		\$56.00	\$ _____

2) LAUNDRY SERVICE-- Includes laundering, drying, folding and replacement of all sheets, bath towels, hand towels, washcloths, and pillowcases. \$ _____

3) REFUSE DISPOSAL -- Includes bagging, removal, and disposal of all guest trash and garbage.
Sleeps _____ X .35/ person = \$ _____

4) EXTRA SERVICES -- Additional amount(s) for unusual or extra required items:

- A) No washer/dryer in unit: # laundry loads = _____ X \$3 each = \$ _____
- B) Extra/fewer bathrooms: 1/2 bath=+/- \$3.50 each \$ _____
 full bath=+/- \$7.00 each \$ _____
- C) Brass fixtures, marble, extra glass, excessive, Knickknacks, special cleaning instructions: \$14.00 \$ _____
- D) Extra Family Room(s) \$7.00 each \$ _____
- E) Extra Square Footage \$7.00 \$ _____
- F) Other: _____ \$ _____
- G) Transportation Charge applicable to * only \$5.50 \$ _____

SUB TOTAL: \$ _____ \$ _____

TOTAL CLEANING AMOUNT = \$ _____

Prepared By: _____

Date: _____