

Maid Services NW Client Info Sheet

Last Name: <input type="text" value="ZZZZ"/>	First: <input type="text"/>	Contact Phone: <input type="text"/>	Other Ph: <input type="text"/>
Cleaning Street Address: <input type="text"/>		Clean City: <input type="text"/>	Zip: <input type="text"/>

First Clean Date: <input type="text"/>	First Clean Time: <input type="text"/>	First Clean # Hours: <input type="text"/>
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Recurring? <input type="checkbox"/>	If Recurring is YES , Carry the next line's information forward on your calendar.		
Recurring Clean Date: <input type="text"/>	Every: <input type="text"/> Weeks	Start Time: <input type="text"/>	Cleaning or Co-Clean Hours: <input type="text"/>

Home Information: Sq-Ft: <input type="text"/>	Baths: <input type="text"/>	Bdrms: <input type="text"/>	Adults: <input type="text"/>	Kids: <input type="text"/>	Dogs: <input type="text"/>	Cats: <input type="text"/>	Preferred Day <input type="text"/>	AM/PM <input type="text"/>
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<input type="text" value="Cleaner"/>	<input type="text" value="Cleaner"/>	<input type="text" value="Cleaner"/>	Cleaning √ List	\$/hr Rate: \$33.00 Add \$5/hr if weekend!
<input type="text" value="Lead: Makes Phone Call, Has the Key, Collects \$\$\$"/>				Gift/Other: None

The Checklist Below Includes Items Normally Cleaned During the Initial Detailed Cleaning and During Recurring Cleanings. "ROTATED CLEANING ITEMS" (on the right) are cleaned and maintained on a rotational basis during Recurring Cleanings.

KITCHEN: Countertops & Backsplashes Sink & Window Behind Sink Stove Top Glass or Drip Pans Range Hood Countertop Appliances Appliance faces Microwave (Inside & Out) Inside Self-Cleaning Oven Outside & Top of Refrigerator Cabinet Vertical Surfaces Damp Mop Floors	BATHROOMS: Countertops & Backsplashes Mirrors & Lighting Sinks, Tub, & Shower Enclosure Tile Grouting Scrubbed Clean/Sanitize Toilet (In & Out) Window Sills & Ledges Fold Straighten Towels Cabinet Vertical Surfaces Clean Doors & Door Frames Carpets vacuumed Damp Mop Floors	ALL AREAS: Collect Trash & Recycle Cobwebs Removed Throughout Dust all Horizontal Surfaces Dust Knick-Knacks Sliding Glass Door Cleaned Window Sills & Ledges Clean Doors & Door Frames Under Cushions / Place Pillows Wall Art Frames Dusted Carpets Vacuumed Damp Mop Floors	ROTATED CLEANING ITEMS: Baseboards Window Blinds Vac Upholstered Furniture Carpet Edge Tool Vacuuming Inside Refrigerator Inside Non Self-Cleaning Oven Optional: Laundry / Make Beds MOVE IN/OUT EXTRAS: Under Appliances * Inside All Cabinets & Drawers Inside Empty Closets
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Important Notes: Includes Special Requests etc...

DIRECTIONS/PARKING:
HOME ACCESS:
ALARM INFO:
PAYMENT METHOD:
NAMES:
GENERAL:
KITCHEN & DINETTE:
BATHS:
FAMILY RM:
LIVING & DINING RM:
BEDROOMS:
TRASH:
SPECIAL REQUESTS:

All Items below this line have restricted access and cannot be printed!

Client Email: <input type="text"/>	Key #: <input type="text"/>	Sec.Code: <input type="text"/>
Card Name: <input type="text"/>	Credit Card #: <input type="text"/>	Exp: <input type="text"/>
Credit Card Address (If different from above): <input type="text"/>		
Info: <input type="text"/>		