**[A blue and white sign

AI-generated content may be incorrect.](https://www.smartsheet.com/try-it?trp=12401&utm_source=template-word&utm_medium=content&utm_campaign=SEO)Cleaning Estimate Template**

|  |  |  |  |
| --- | --- | --- | --- |
| **Company Name** | | Your Logo | |
| 123 Company Address Drive | |
| Fourth Floor, Suite 412 | |
| Company City, NY 11101 | |
| 321-654-9870 | |
| email address | |  |  |
|  |  |  | Estimate |
| Client Name |  | Phone |  |
| Location Address |  | | |
| Email |  | | |
|  |  |  |  |
| Priority Level |  | Date of Estimate |  |
| Date Needed |  | Delivery Date |  |
|  |  |  |  |
| **Prepared By** |  | **Title** |  |
|  |  |  |  |
|  | Area / Room / Specific Aspect | Request Description |  |
| FIRST FLOOR |  |  | |
| SECOND FLOOR |  |  | |
| DUST |  |  | |
| SWEEP |  |  | |
| VACUUM |  |  | |
| CLEAN SURFACES |  |  | |
| ORGANIZE |  |  | |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Additional Instructions | | | | | |
|  | | | | | |
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|  |  |  |  | | |  |
| Terms | | | | | |  |
|  | | | | | |  |
|  |
|  |
|  |
|  |  |  |  | | |  |
| Costs |  |  |  | | |  |
|  |  |  |  | | |  |
| Total Supplies | **$ -** |  |  | | |  |
| Total Labor | **$ -** |  |  | | |  |
| Subtotal | **$ -** |  |  | | |  |
| Tax Rate | **0.000%** |  |  | | |  |
| Total Tax | **$ -** |  |  | | |  |
| **Estimate Total** | **$ -** |  |  | | |  |
|  |  |  |  | | |  |
| **Approved By** |  | | | **Date** |  |  |
| **Client Signature** |  | | | **Date** |  |  |

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