YOUR LOGO

SPARKLE & SHINE CLEANING CO.

123 Business Road · Your City, ST 00000 · (555) 010-2030 · hello@yourcompany.com

End of Tenancy Cleaning Quotation

Ref. CLN-2026-0155 · 12 November 2026

Prepared for: Emma Richardson, 42 Maple Avenue, Springfield
Service type: Deep clean + move-out
Property: 3 bed / 2 bath house, 1,600 sq ft
Frequency: One-time (end of tenancy)
Service date: November 20, 2026

Dear Emma,

Thank you for asking us to quote for the end of tenancy clean at the address above. The price below covers a full move-out clean to inventory standard, so your landlord or letting agent can return your deposit without deductions.

Particulars	*Quantity*	*Amount*
Deep clean - kitchen (appliances, cabinets inside/out)	1 job @ $120.00	$120.00
Bathrooms - descale, sanitize, grout scrub	2 room @ $45.00	$90.00
Bedrooms - dust, vacuum, skirting boards	3 room @ $30.00	$90.00
Living areas & hallway - floors mopped	1 job @ $55.00	$55.00
Inside oven & refrigerator clean	1 job @ $60.00	$60.00
Interior windows & sills	12 window @ $6.00	$72.00
Carpet steam cleaning	400 sq ft @ $0.35	$140.00

Subtotal	$627.00
Tax (8%)	$50.16
TOTAL	**$677.16**

PROPERTY ACCESS & HANDOVER

Keys	Collect from letting agent	**Property empty?**	Yes, furniture removed
Utilities	Water & power on	**Parking**	Driveway available
Check-out inspection	Nov 21, 2026	**Pets on site**	None

Terms

1. Price assumes the property is empty and utilities are connected.
2. Payment due on completion; 20% deposit secures the booking.
3. Free re-clean within 48 hours if any area does not meet the checklist.
4. Cancellations with less than 24 hours' notice incur a 25% fee.

With kind regards,

For Sparkle & Shine Cleaning Co.

Client acceptance & date