

Cleaning Service Agreement

Scope, schedule, rate & signatures

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Complete and sign before the first visit so the scope, rate, and access are agreed up front.

Parties

Provider / company

Phone

Provider email

Client name

Phone

Client email

Property & scope

Service address / property

Scope of work (rooms and tasks)

Frequency

Schedule (days / times)

Rate & payment

Rate

Payment terms

Invoicing / billing details

Supplies & access

Supplies and equipment (who provides)

Access arrangements (keys, codes, entry)

Terms

The provider will clean the property on the agreed schedule, and payment is due on the terms shown above. Either party may cancel a scheduled visit within the notice period below. The parties should record who supplies products and how the cleaner accesses the property. Replace this placeholder with liability, insurance, and cancellation language reviewed by your attorney for your business and jurisdiction.

Cancellation and rescheduling terms

Signatures

Both the provider and the client sign and date the agreement; each keeps a copy.

Provider signature **Date**

Provider printed name

Client signature **Date**

Client printed name