

The healthy way to clean...

REGULAR SERVICE

Tasks performed every time we clean your OFFICE:

ALL ROOMS

- Dust all Furniture & Desks (please clear out desks before cleaning crew arrives)
- Light Dust all electronics (printers, computers, copy machines, shredders)
- Dust chairs and chair legs
- Dust Picture frames/art work
- Dust Lamps & Lamp shades
- Dust Knickknack areas
- Dust Window sills & ledges
- Clean Mirrors
- Spot Clean principal glass doors
- Empty and clean waste baskets
- Vacuum carpets & rugs
- Vacuum and mop hard floors
- Vacuum stairs

BATHROOMS

- Clean stalls and doors
- Disinfect and clean toilets
- Vanity, sink & backsplashes
- Fronts of cabinets hand wiped
- Soap and towel dispensers, Hand dryers
- Mirrors
- Shine chrome fixtures
- Restock paper supplies and soap (supplies not provided by Going Green)
- Empty and clean waste baskets
- Vacuum and mop floors

KITCHEN AND EATING AREAS

- Microwave inside and out
- Range (if any)
- Refrigerator top and exterior
- Dishwasher exterior
- Small kitchen appliances
- Fronts of cabinets hand wiped
- Backsplashes
- Counter tops
- Sinks, fixtures and drain
- Clean tables and chairs
- Empty and clean waste baskets

ROTATION BASIS

We provide these detail services on a rotation basis.

All Rooms Detail-Clean

- Remove cobwebs
- Dust Ceiling fans
- Dust light fixtures
- Dust AC grills
- Doors and door frames dusted/hand wiped
- Dust blinds/wood shutters
- Furniture and upholstery vacuumed
- Baseboards dusted/hand wiped
- Carpet edges vacuumed

ADDITIONAL SERVICES (extra charges apply)

- Window washing inside and out.
- Pressure washing around building

Note: Please call us to make arrangements for additional services.

We use eco-friendly and non-toxic cleaning products and practices. We want to help you maintain a healthy office while protecting the environment.

