

Pay & Go Express Cleaning Agreement

This agreement is drawn between _____ (Hereinafter referred to as resident) and **Balfour Beatty Communities** (Hereinafter referred to as contractor).

The resident living in quarters # _____, has agreed to pay the contractor for cleaning services to be provided upon terminating the above mentioned housing unit. The payment must be received in full by **money order, cashiers check, Visa or MasterCard** in the amount of \$ _____ (a pre-determined cost) due to size as noted below prior to final inspection.

Once the agreement has been made and all monies have been paid, the residents' final inspection will reflect approval in the cleaning category. It is still the resident's responsibility to repair any damage caused by negligence or misuse and to return the exact number of keys issued for the quarters. All repairs must be completed prior to final inspection or charges for repair may be assessed to your account. Maintenance will only accept work orders 10 days before your scheduled move out date for minor maintenance. Any damages must be repaired by resident. Also, a superficial clean (per the attached memo) is required.

If all items listed in the clearing standards (excluding cleaning), not specifically stated in the minimum cleaning requirements list have been fulfilled, then the resident will be cleared from housing on the date of final inspection and the contractor will bring in the cleaning subcontractor to clean the quarters after it is vacated.

Cleaning prices are as follows:

2 Bedroom	\$ 200.00
3 Bedroom	\$ 250.00
4 Bedroom	\$ 300.00
Historic	\$425.00

I have read, understand and accept the terms and conditions of this agreement.

Resident's Signature	_____	Date	_____
Resident Specialist's Signature	_____	Date	_____

Minimum Cleaning Requirements For Out Processing

- 1. Remove all trash, food and personal belongings
- 2. Wipe down all appliances
- 3. Sweep and wet mop flooring
- 4. Clean and vacuum carpet to remove dirt and stains. Carpet must be dry on the day of final inspection
- 5. Remove crayon and/or pencil markings walls and ceilings
- 6. Clean front and back yards of extraneous material; i.e. garbage, unwanted personal items and animal waste. Mow and edge back yard if fenced.
- 7. Remove all trash from the sidewalk and curb.
- 8. Clean exterior doorways, porches, patios, garages and/or carports
- 9. Clean shed & garage including trash containers and recycling bins

If the above-mentioned actions are not taken by the time of final inspection, additional cleaning charges may be assessed

Address

Home Phone Number

Duty Phone Number

Resident's Signature

Date

Resident Specialist's

Signature

Date
