

CLEANING CONTRACT AGREEMENT

This Agreement, dated November 1, 20 10, is made between Araceli Torres and BellaVita ("CLIENT"). Both Araceli Torres and CLIENT agree that Araceli Torres will begin service on November 1st, 2010, with the following terms and conditions.

1. CLIENT agrees to contract Araceli Torres to perform cleaning services 1 day(s) per week. Mondays between 8 A.M. to 12 P.M.
2. Araceli Torres will provide all labor, and supervision. CLIENT will provide chemicals, equipment, restroom paper products, hand soap, and trashcan liners.
3. CLIENT agrees to verbally notify Araceli Torres of any non-performance prior to written notification of termination.
4. This agreement is for an unspecified term until either party shall give written notice of termination, at least 2 weeks prior to termination date.
5. Terms: Invoices are sent out on the 1st of each month, with current payment due by the last Monday of that month.
6. BellaVita annually observes the following federally recognized holidays: New Year's Day, President's Day, Memorial Day, Fourth of July, Labor Day, Thanksgiving, and Christmas. If any of these days fall on a Monday, then cleaning services for that week will be rescheduled in advance for later in the same week.
7. Araceli Torres agrees to maintain appropriate insurance at all times and to hold BellaVita harmless.

PRICING AGREEMENT

CLIENT NAME: BellaVita
CLEANING ADDRESS: 1548 N. Riviera Circle
Pearland, TX 77581

1 DAY PER WEEK SERVICE

Monthly Billing Amount: \$ 475.00

Tax not included

BellaVita
BY: [Signature]
TITLE: BellaVita Clubhouse Manager

Araceli Torres
BY: Araceli Torres
TITLE: owner

CLEANING SCHEDULE

Weekly

Entrance Lobbies/Common Areas/Hallways:

- Vacuum and spot clean carpet in high-traffic areas.
- Wipe and polish all metal surfaces within hand reach.
- Empty and clean trash receptacles.
- Dust pictures and clean glass if necessary.
- Vacuum or brush all lobby furniture.
- Spot clean lobby glass.
- Spot clean handrails, doors, and walls.
- Dust mop and damp mop all hard surface floors.
- Damp mop tile using neutral cleaner only.
- Dust and spot clean walls, base boards and window sills..
- Clean door jambs.

General Office Areas:

- Vacuum all high-traffic areas.
- Sweep or dust all exposed concrete, vinyl, asphalt, rubber and similar types of flooring. Pick up spillage as needed.
- Damp mop and thoroughly clean vinyl flooring.
- Dust all desks, if cleared.
- Remove all gum and foreign matter in sight.
- Empty and clean all receptacles and replace plastic liners. Remove waste material to building trash bin.
- Clean all glass furniture tops.
- Check all high and low ledges, window sills, shelves, bookcases, credenzas, file cabinets, tables, pictures, etc., and clean if necessary.
- Disinfect and wash clean all water fountains and water coolers in tenant areas.
- Disinfect and thoroughly clean all telephones.
- Wipe clean all bright work.
- Thoroughly vacuum and spot clean all carpeted areas wall to wall.
- Remove fingerprints from all painted surfaces near light switches, entrance doors, etc.

Restrooms:

- Wash all tile floors with bleach or vinegar and water, remove all spots and stains.
- Wash and polish all mirrors and bright work.
- Wash and wipe dry all plumbing fixtures.
- Wash and disinfect all toilet seats, both sides.
- Scour, wash and disinfect all basins, bowls, and urinals.
- Empty paper towel trash receptacle and dispose in building trash receptacle. Replace trash liners.
- Fill soap dispensers and paper towel dispensers.
- Fill toilet tissue, seat covers and sanitary napkin dispensers.
- Empty and clean sanitary napkin disposal receptacles.
- Clean and wash receptacles and dispensers.
- Remove fingerprints and spots from walls.
- Remove all unauthorized marks and writings from walls, partitions, etc.
- Report all maintenance problems to building manager (dripping faucets, broken fixture handles, etc.
- Pour water down floor drains

NOTE: Masking deodorants will not be used in lieu of disinfectants.

Store Rooms/Janitor's Closets:

- Remove trash from area.
- Maintain an orderly arrangement of all equipment stored in maintenance room such as mops, buckets, brooms, vacuum cleaners, scrubbers, etc.
- Clean and disinfect service sinks.

MONTHLY

General Office Areas:

- Thoroughly hand dust and wipe clean with a chemically treated cloth all furniture, file cabinets, shelves, fixtures, picture frames, and all other high or low dusting areas.
- Dust all baseboards with damp cloth.

QUARTERLY

General Office Areas:

- Vacuum or brush all upholstered furniture.

Restrooms:

- Dust and clean walls. Wash tiled walls and partitions.
- High dust walls, light fixtures and ventilation grilles.