

NAME:

ADDRESS:



## POYNTON PROPERTY SERVICES

Please tick the jobs you require along with the frequency.

| <b>OUTDOOR</b>                       | <b>Daily</b> | <b>Weekly</b> | <b>Monthly</b> | <b>Annually</b> |
|--------------------------------------|--------------|---------------|----------------|-----------------|
| Mowing lawn                          |              |               |                |                 |
| Strimming (areas TBC)                |              |               |                |                 |
| Edging lawn                          |              |               |                |                 |
| Weeding borders                      |              |               |                |                 |
| Leaf / debris clear (Garden)         |              |               |                |                 |
| Leaf / debris clear (Drives & paths) |              |               |                |                 |
| Clear clean driveway                 |              |               |                |                 |
| Clear clean paths                    |              |               |                |                 |
| Weed kill surfaces                   |              |               |                |                 |
| Grit driveway / paths (winter)       |              |               |                |                 |
| Snow clearance                       |              |               |                |                 |
| Clean gutters                        |              |               |                |                 |
| Clear drains                         |              |               |                |                 |
| Clean car (External)                 |              |               |                |                 |
| Clean car (Internal)                 |              |               |                |                 |
| Clean decking                        |              |               |                |                 |
| Clean windows / door                 |              |               |                |                 |
| Clean wheely bin                     |              |               |                |                 |
| Splitting wood                       |              |               |                |                 |
| Making kindling                      |              |               |                |                 |
| Supply kindling                      |              |               |                |                 |
| Clean facias                         |              |               |                |                 |
| Clean soffits                        |              |               |                |                 |
| Roof moss clearance                  |              |               |                |                 |
| Rubbish clearance                    |              |               |                |                 |
| Other:                               |              |               |                |                 |

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| <b>INTERNAL ROOMS TO BE CLEANED</b>                            |  |  |  |  |
|--|--|--|--|--|
| Hoover, dust, clean surfaces                                   |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
| <b>Repair jobs: Please list below</b>                          |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
| <b>Painting Areas: Please Specify</b>                          |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
| <b>Additional requirements: Please list below for a quote.</b> |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
| <b>Joinery related tasks:</b>                                  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
| <b>Annual maintenance package</b>                              |  |  |  |  |
| Check roof space   |  |  |  |  |
| Clear gutters  |  |  |  |  |
| Clear drains   |  |  |  |  |
| Check window & door seals                                      |  |  |  |  |
| Check brick pointing   |  |  |  |  |