

IN-SGApsv15

House or office cleaner service contract

This agreement is dated: [Date]
It is made between: [Client name]
of [Client address] (“the Client”)
And [House or Office Cleaner’s name]
of [address] (“the House ”)

Background

The purpose of this agreement is to set out the legal contract between the House or Office Cleaner and the Client in connection with the work described in the Work

“Work” means the work to be done under the terms of this

The terms of this Agreement are:

1. Basic contract and specification of work

- 1.1. This agreement is for the self employed House or Office Cleaner to complete the Work for the Client,
- 1.2. The Work is to be done each week unless one of the parties gives to the other at least []
- 1.3. The House or Office Cleaner is alone responsible for all taxes arising on money received from the Client and indemnifies the
- 1.4. The House or Office Cleaner is/is not registered , [123456789].
- 1.5. The House or Office Cleaner agrees to provide staff of an appropriate level of
- 1.6. The Work will be completed in accordance

[Timetable]

2. Interruptions and expense

The Client's attention is drawn to the following special requirements, interruptions and expense. Delay caused by these

- 2.1. If either party cannot perform this agreement for a reason beyond his reasonable control for a continuous period of [four] weeks then either party may, at his
- 2.2. The work could be delayed by inclement weather.
- 2.3. It is assumed that the Client will
[/ /]
- 2.4. The skip and the House or Office Cleaner's van will occupy
- 2.5. Access to the site will be provided by the Client from [7.30 am]
[5 . 30 .]

3. House or Office Cleaner's account and expenses [recommended version]

- 3.1. The sum stated in the Work list as the
[]
- 3.2. Upon completion of the Work, the House or Office Cleaner shall submit an account. Payment []
[]
.]

- 3.3. A complaint or rejection of some item of
- 3.4. The House or Office Cleaner reserves the right to charge the Client interest in respect of the late payment of ()
5

4. House or Office Cleaner's account and expenses
[options and additions]

- 4.1. A cheque is
- 4.2. The full cost of the Work []
- 4.3. The sum of Rs []
- 4.4. Payment for the work of the
- 4.5. The account shall include whatever reasonable expenses the House or Office Cleaner [] []
- 4.6. Payment for the work of the House or Office Cleaner shall be made on the Friday of every week
- 4.7. The cost of any materials
- 4.8. Without regard to the reason why this agreement ends, the Client will pay

5. Safety and insurance

5.1. The Client warrants that any plant and equipment he supplies for the use of the House

12

5.2. The House or Office Cleaner undertakes to obtain insurance against liability for professional negligence

5.3. The Client undertakes at all times to maintain appropriate insurances and in

6. Confidentiality

6.1. In this paragraph, "Damage" means both economic loss, loss of

" " , ,

6.2. Each of the parties

:

6.2.1 divulge to any person whatever or otherwise make use of

,
;

6.2.2 post any text, nor image, nor audio-

,

6.3. The parties agree that any Damage arising directly or

6.4. The Client accepts personal liability for compliance with these provisions by members

6.5. No matter how this contract

7. Limitation of liability

7.1. This paragraph applies to all of:

7.1.1 a defect in work done or not done

7.1.2 a breach

7.1.3 negligence or any other tort

7.2. ()

7.3.

[7]

7.4.

[14]

7.5.

7.6.

(
)

7.7.

OR

7.8.

[100000].

8. Miscellaneous matters

8.1.

8.2.

8.3.

8.4.

8.5.

8.6.

It shall be deemed to have been delivered:

;

72 ;

- : 24

[

]

8.7.

8.8.

8.9.

Signed by [name]

On behalf of [Client name]:

Signed by [the Director on behalf of] the House or Office Cleaner:

Explanatory Notes:

House or office cleaner service contract

General notes

1. What is in the agreement?

The main purposes of this agreement are:

- to enable you to do the agreed work;
- to get paid for the specified work;
- not be liable to your client for more than you
- to convince your client that you are a competent and conscientious

The version of this document you will need for one client might be quite different from what you need for another. It is a good idea to keep this full version and take a copy of it to edit for each client.

2. Self employment rules

Your client will want to be certain that you are self employed. This would have

<http://dor.gov.in/>

3. Background and Work list

Enter name of company if you work

Do make sure you write a Work list. No special words, no special language, no rules. It can be one sentence of ten words or ten pages of work. The purpose is to make sure there is nothing to argue about later. Use the Work list also to

You are not going to order a skip.

You are not going to take away

The boiler room is

and so on . . .

You can also use the Work

“Work not specified in this list shall be treated as extra work and charged

Make sure you include your price in the

Final points about this contract:

remember to attach the

make sure your client has signed the contract.

make sure you have dated the contract

Paragraph Specific Notes:

Comments specific to the numbered paragraphs

1. **Basic contract and specification of work**

We make clear that you are self employed and responsible for your own taxes. Why?

Clients also like to

A few more items to

2. **Interruptions and expense**

So often a profitable job is spoiled by unforeseen extras which fall to you to be paid. How far you accept these is up to you, but you should be able to quote a

You may like to add special requirements in time, space, plant, access or even weather. You may require

Many clients find it all too easy to tell you what they want,

3. House or []

Getting paid is often a problem. Having this contract

“ ”

There are so many alternative arrangements that we have given you first a suggested complete set and then, at

4. House or []

Here we have given you a menu of alternative sub

Whatever payment arrangement you make,

We repeat:

5. Safety and insurance

If your client is happy to lend you his ladder without telling you that the middle rung is loose,

6. Confidentiality

This paragraph provides a strong incentive to prevent your client from telling

7. Limitation of liability

The law may regard you as an expert. Your client is a “consumer”. Consumers are protected. You

There are several essential edits required as to the

We have provided the words so that:

Client has to get all complaints

8. Miscellaneous matters

A number of special points. We have identified each of these as important

End of notes