



OFFICE *Cleaning*





A tailored cleaning service that keeps your business environment professional, hygienic, and client-ready.

Our office cleaning provides consistent, detail-oriented care for workspaces of all sizes. We help businesses maintain cleanliness, reduce germ transmission, and create a positive first impression.

What Is Office Cleaning?

Routine cleaning of commercial spaces including restrooms, breakrooms, common areas, and workstations, all performed with flexibility and discretion to avoid disrupting business operations.

Ideal For:

- Small to mid-sized offices
- Medical, dental, and professional service spaces
- Shared co-working environments
- Businesses wanting a clean, healthy atmosphere

Recommended Frequency:

- 2–5 times per week, depending on foot traffic
- Weekly for low-traffic offices
- Custom schedules available





DETAILED CHECKLIST:

Reception / Lobby Areas

- Dusting of furniture, decor, and display surfaces
- Floors vacuumed or mopped
- Windows and glass doors cleaned
- Sanitizing of counters, desks, and armrests

Workstations / Offices

- Desk surfaces wiped (when clear)
- Phones, keyboards, and monitors wiped if requested
- Emptying of trash and recycling bins
- Vacuuming under desks

Breakroom / Kitchenette

- Countertops and tables sanitized
- Sink cleaned and dishes put in dishwasher (if applicable)
- Exterior of microwave, fridge, and cabinets wiped
- Trash removed and bins disinfected

Restrooms

- Toilets, urinals, sinks sanitized
- Mirrors and fixtures polished
- Paper products restocked (if provided)
- Trash bins emptied
- Floors disinfected

Shared Spaces / Meeting Rooms

- Tables, chairs, and electronics wiped
- Whiteboards cleaned (if needed)
- Floors cleaned
- Sanitization of high-touch points



What Makes Our Office Cleaning Different?

At Tatiana's Cleaning, our deep cleaning goes far beyond surface-level tidying. We meticulously clean hard-to-reach areas, use advanced techniques to remove stubborn grime, and address buildup that traditional cleanings miss. Every corner, edge, and detail is treated with precision to restore your home's freshness.

Why Office Cleaning Matters:

A clean office reduces sick days, boosts employee morale, and enhances your business's professional image. It creates a safe, welcoming atmosphere for staff, partners, and clients alike.

Contact Us Today and Experience the Tatiana's Cleaning Difference!

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**SCAN
ME!**

