

To Whom It May Concern:

Please accept this introductory letter about myself and my company for your perusal.

Just Details, formally Carol's Cleaning Service, is one of the oldest continuous operating cleaning companies servicing the greater Denver area. The company has been providing cleaning services to the Construction industry since 1984. Presently we service a wide variety of builders from Production to Custom, please feel free to contact some of our builders on our reference list for a confidential and personal assessment of my services.

Just Detail's offers the following services to our builders:

- All phases of house / window cleaning to fit your needs
- Competitive Pricing by Plan bidding
- Computerized Scheduling and cross checking to ensure "On Time" completion.
- English speaking crews
- Field Manager for controlling scheduling and Quality Assurance.
- Fully insured – Liability and Workman's Compensation.
- Hot water Pressure washing: 4,000 psi @ 3gpm @ 178 degrees, certified in the city of Denver.
- Professional and skilled cleaning crews and window cleaners. (min. 5 yrs experience per crew)

I would like to arrange a time to meet with you to discuss our services, and to become your Cleaning Company of choice. We are not here to replace any vendors in good standing, but if you are unhappy with your present service or the level of cleanliness you are receiving, please give me call so that we can arrange a time. I look forward to meeting you in person, and building a mutually beneficial business relationship.

Thank you in advance for your time.

Sincerely,

C. Rudy Kniese

Owner / Operator
Just Details