**A note for raising your prices**

With effect of the next clean the price of your window cleaning will increase to £\_\_\_\_\_\_\_\_\_. Sadly the effect of inflation, inexorably rising fuel costs, extra bank charges and the need to have facilities to harvest water in a responsible way has meant that putting up our prices is something we need to do to make our business viable.

We would like to remind our customers that we are fully insured (for your protection), work to current health and safety regulations and wish to provide a friendly, hassle free and professional service.

If you wish to discuss any of the above, or any other matter, please do not hesitate to contact us.

Yours sincerely

**Note for shop fronts etc.**

Ref:   
Date

The Manager  
Address

Dear Sirs

Your **company name** Service is a local family run business and have been cleaning windows in the domestic market for sometime; we have built up an excellent reputation through hard work competitive prices and good customer service. We are now expanding and are seeking contracts for work with local businesses.

Customers and visitors to your premises appreciate a professional image and if your windows do not shine what message does that send to them? It is time consuming to clean them yourself and expensive to have a contract with a large multinational company. A better alternative is to have them professionally cleaned by a local independently run company like **company name**. Our Window Cleaning service is competitively priced with an average shop front window costing as little as £?? Per week to be cleaned. On a bi-monthly basis.

We use either the traditional method or the water fed pole system to clean your windows. Each of these processes leaves your windows squeaky clean. We can also clean the inside of the windows if you require.

We also offer a full money back satisfaction guarantee, just call us and we will return and clean your windows again for free and also refund you in full.

We value your business and to secure your custom offer to clean up to 15 square meters of ground floor windows free of charge so that you can judge our service at no risk. We hope you will consider using our service. We have enclosed our business card with this letter for future reference.

Yours faithfully

Your Name

