



## HOUSEKEEPING SERVICE REQUEST

THANK YOU

A decorative border made of stylized leaves and scrolls in shades of green and orange, framing the request form.

Room No.: \_\_\_\_\_

Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Total: \_\_\_\_\_

**Important Note:**

Housekeeping Service must be requested 24 hours in advance.



I, hereby agree to have the following housekeeping cleaning services charged to my room :

◆ **Trash & Towel cleaning service** (1.5 % BBO Tax to be added)

Replace all towels and take out trash

Studio \$17.00  One-bedroom \$20.00  Two-bedroom \$35.00

Date(s): \_\_\_\_/\_\_\_\_/\_\_\_\_ \_\_\_\_/\_\_\_\_/\_\_\_\_ \_\_\_\_/\_\_\_\_/\_\_\_\_ \_\_\_\_/\_\_\_\_/\_\_\_\_  
 \_\_\_\_\_ days x \$ \_\_\_\_\_ = \$ \_\_\_\_\_ Initial: \_\_\_\_\_

◆ **Tidy cleaning service**

*Kitchen:* restock garbage bags | wipe countertops & appliances | sweep and mop the floor (if needed)  
*Living/dining room:* remake sofa bed with existing linen | wipe down dining room table and chairs | sweep and mop the floor (if needed)  
*Bedroom:* remake bed with existing linen  
*Bathroom:* sweep and mop the floor | replace all used towels | wipe down bathroom countertops | replace amenities

Studio \$29.00  One-bedroom \$42.00  Two-bedroom \$69.00

Date(s): \_\_\_\_/\_\_\_\_/\_\_\_\_ \_\_\_\_/\_\_\_\_/\_\_\_\_ \_\_\_\_/\_\_\_\_/\_\_\_\_ \_\_\_\_/\_\_\_\_/\_\_\_\_  
 \_\_\_\_\_ days x \$ \_\_\_\_\_ = \$ \_\_\_\_\_ Initial: \_\_\_\_\_

◆ **Full cleaning service**

*In addition to Tidy Service you also receive:*  
*Kitchen:* sweep and mop the floor | clean dishware  
*Living/dining room:* remake sofa bed with fresh linen  
*Bedroom:* remake bed with fresh linen | vacuum floor  
*Bathroom:* deep clean shower and tub, toilets and floors  
*Balcony:* sweep and mop floor | wipe down table and chairs | clean doors

Studio \$43.00  One-bedroom \$70.00  Two-bedroom \$96.00

Date(s): \_\_\_\_/\_\_\_\_/\_\_\_\_ \_\_\_\_/\_\_\_\_/\_\_\_\_ \_\_\_\_/\_\_\_\_/\_\_\_\_ \_\_\_\_/\_\_\_\_/\_\_\_\_  
 \_\_\_\_\_ days x \$ \_\_\_\_\_ = \$ \_\_\_\_\_ Initial: \_\_\_\_\_

**Important note:** the rates quoted above are daily rates



OCEAN CLUB HOUSEKEEPING LAUNDRY REQUEST FORM

Please use this form for our IN-HOUSE Wash & Dry Laundry Service  
The cost of this service is \$ 15.00 per 10 Lbs

Please check-off items on the form and place in the laundry bag for our Housekeeping Team

Item count	Sort of clothing	Color(s)	Comment
	Sports jacket/Trajés de Etiqueta		
	Pants / Pantalones		
	Sweaters / Suéteres		
	Shirts / Camisas		
	Blouses / Blusas		
	Dresses / Vestidos Corrientes		
	Formal gowns / Vestidos finos		
	Skirts (plain) / Faldas		
	Shorts / shorts		
	Bathrobes / Bata de Baño		
	Polo shirt / Polo shirt		
	Socks / Calcetines		
	Undershorts / Calzoncillos		
	Undershirts / Camisetas		
	Panties / Pantaletas		
	Brassieres / Sostenes		
	Handkerchief / Pañuelos		
	Pajamas / Pijamas		
	Slips / Fondos		

**Important note:** We are not responsible for fading change of color, shrinkage or wear and tear customarily resulting from process of cleaning. We will notify you if garments are received with stains and are unable to assume any responsibility for getting these out other than by regular wash cycle. We are unable to assume any responsibility for valuables left in garments.

