

Maintenance Services Plan

Date: [Insert Date]

[Retail Business Name]

[Retail Business Address]

[City, State, Zip Code]

Dear [Retail Business Owner/Manager],

We are pleased to present our Maintenance Services Plan tailored specifically for your retail business. Our goal is to ensure the optimal performance and presentation of your store while providing the highest level of customer satisfaction.

Scope of Services

- Routine Maintenance Checks
- Emergency Repairs
- Cleaning and Janitorial Services
- Landscape Maintenance
- Inventory Management of Supplies

Plan Details

Our plan includes:

- Monthly scheduled visits
- 24/7 emergency support
- Discounts on additional services

Pricing

The monthly fee for our maintenance services is [Insert Price]. This includes all services outlined above and any additional support required for your business operations.

We look forward to partnering with you to enhance the maintenance and overall experience of your retail environment. Please feel free to reach out if you have any questions or would like to discuss this proposal in further detail.

Thank you for considering our services.

Sincerely,

[Your Name]

[Your Position]

[Your Company Name]

[Your Company Address]

[Email Address]

[Phone Number]