

Client Service Agreement

Stewarded Spaces

Thank you for choosing Steward Spaces. This agreement outlines the terms, expectations, and policies for services provided. Steward Spaces is committed to providing thoughtful, detail-focused care with professionalism, integrity, and respect for your home and personal space.

Client Information

Full Name: _____

Phone Number: _____

Email Address: _____

Service Address: _____

Service Selected: _____

Visit Frequency: _____

Services & Pricing

Recurring Home Packages

Package	Starting At	Description
The Reset	\$150	Recurring maintenance cleaning for homes needing consistent upkeep and refresh support
The Restore	\$225	Enhanced home reset cleaning for larger homes and busier seasons
The Full Steward	\$325+	Premium whole-home care with elevated detail support and customized upkeep

Flexible & Custom Support Services

Service	Rate	Details
The Tailored Steward	\$55/hr	2-hour minimum. Personalized home support and flexible household reset services

Service	Rate	Details
The Priority Steward	\$65/hr	2-hour minimum. Priority and last-minute support scheduling

Standalone & Add-On Services

- Deep Organizing Session — Starting at \$65/hour, 3-hour minimum
- Grocery Shopping & Errands — Starting at \$55/hour, 2-hour minimum
- Vehicle Detailing — Starting at \$55/hour, 2-hour minimum
- Fridge & Pantry Refresh — Starting at \$35+
- Laundry Service — Starting at \$25+
- Linen Change — Starting at \$20/bed
- Oven Interior Cleaning — Starting at \$25
- Deep Clean Upgrades — Custom quoted

Specialty Services

- Move-In & Move-Out Cleaning — Starting at \$350+
- Vacation Rental & Airbnb Turnover — Starting at \$200+
- Office & Small Commercial Cleaning — Starting at \$150+
- New Construction & Post-Renovation Cleaning — Starting at \$450+

All specialty services are custom quoted based on size, condition, scope, and level of detail required.

Booking & Pricing Policies

1. A 2-hour minimum applies to most services.
2. Initial/reset cleans may require additional time and custom pricing depending on home condition and scope.
3. Travel beyond 20 miles from Baxter, MN may incur an additional travel fee quoted upfront before scheduling.
4. Excessive buildup, pet-related conditions, severe staining, biohazards, smoke residue, or heavily soiled spaces may require additional time and pricing adjustments.
5. Deep cleaning, heavy organization projects, laundry overflow, and concierge-style support are quoted separately unless specifically included in the agreed service scope.
6. Stewarded Spaces reserves the right to adjust pricing if conditions significantly differ from what was disclosed prior to service.

Cancellation Policy

1. Please provide at least 48 hours notice to cancel or reschedule a visit whenever possible.
2. Cancellations made with less than 48 hours notice may be subject to a cancellation fee of up to 50% of the scheduled visit rate.
3. Same-day cancellations may be charged the full scheduled service amount.

4. Steward Spaces reserves the right to cancel or reschedule visits due to illness, unsafe conditions, weather, emergencies, or other unforeseen circumstances.

Access & Home Entry

1. Clients agree to provide safe and accessible entry to the home at the scheduled service time.
2. If entry cannot be gained and no notice has been provided, the scheduled visit may be charged in full.
3. All keys, garage codes, alarm information, and access details will remain strictly confidential.

Vacuum Policy

Clients are asked to provide a working household vacuum for scheduled visits at this time. Steward Spaces primarily provides steam-focused and detail-oriented cleaning services and is currently expanding equipment inventory.

Products & Safety

1. Steward Spaces uses low-tox, chemical-conscious cleaning methods and steam cleaning whenever appropriate.
2. Please disclose allergies, sensitivities, or product preferences before service begins.
3. Bleach, harsh chemical degreasers, and synthetic fragrance products are not routinely used.
4. Certain buildup, staining, or surface conditions may not be fully removable depending on material condition and age.

Liability & Property

1. Steward Spaces will treat all homes, belongings, and property with care and respect.
2. In the event of accidental damage, clients will be notified promptly.
3. Steward Spaces is not responsible for pre-existing damage, normal wear and tear, improperly secured items, or fragile items not disclosed prior to service.
4. Clients agree to disclose valuable, sentimental, delicate, or specialty items requiring special attention before service begins.
5. Steward Spaces is not liable for damage caused by unstable fixtures, improperly installed surfaces, deteriorated materials, or manufacturer defects.

Confidentiality

Stewardred Spaces maintains strict confidentiality regarding all client information, home details, schedules, access codes, and personal matters observed during service. Client information will never be shared with outside parties.

Payment Terms

1. Payment is due at time of service unless otherwise agreed upon in advance.
 2. Accepted payment methods may include cash, Venmo, Zelle, Cash App, or other agreed electronic methods.
 3. Invoices unpaid after 48 hours may incur a late fee.
 4. Returned payments or failed electronic payments may require future services to be prepaid.
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Agreement & Signature

By signing below, both parties agree to the terms outlined in this agreement.

Client Signature:

Date:

Shelly Raines — Stewardred Spaces:

Date:
