

## **Do you wish to operate your own office cleaning contracts? With the help of Cedar working for you, you can build your own office cleaning business.**

### ***About Cedar Cleaning and Support Services Ltd***

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- Cedar helps independent commercial cleaning contractors build their own cleaning businesses from scratch or supplementing their own activities by providing them with sales and marketing and support services.
- Cedar was established in 1990 using a method of operation that has been proven since the mid-1970's.
- At the time of writing Cedar works in partnership with approximately 45 independent contractors. All of these contractors own and operate their own cleaning contracts.
- Cedar manages over 220 cleaning contracts in the Kent, Surrey and Sussex area.
- Cedar provides our Contractors with expertise winning and servicing quality office cleaning contracts.

### ***What are the contracts?***

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- Cedar tenders for and wins contracts for cleaning commercial premises such as offices, doctor and dental surgeries, builders' merchants, children's nurseries, etc. (NB: Not retail outlets).
- Each contract details in a specification, the tasks to be carried out and their frequency.
- A typical contract may be for 3 days cleaning per week, with each visit lasting about 1½ to 2 hours. However other contracts require more or less visits for more or less time
- The monthly billing to the customer could be anything from £100 to £3000 per calendar month.
- A typical average contract will bill about £300 per month for about 1½ hours work 3 times per week.

### ***What does a Cedar Contractor provide?***

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- As a Cedar Contractor, you will provide a commitment to maintain a high standard of cleaning and service to your customers.
- You will provide all the cleaning materials and equipment necessary to complete the specification of work. (NB: Cedar helps their Contractors with competitive prices on cleaning materials and can help finance cleaning equipment if the Contractor requires).
- As a commitment to the contract, you will provide an investment into your Contract (a Performance and Security Bond) of up to three times the monthly billing. This can be paid in full or in part (a deposit) at the outset of the contract with the balance paid in regular interest-bearing installments thereafter.

### ***How does the Contractor benefit?***

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- As a Cedar Contractor you will have the freedom and flexibility of owning and operating your very own cleaning contract or contracts.

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#### **Cedar Cleaning and Support Services Ltd**

Unit D, Durgates Industrial Estate, Wadhurst, East Sussex, TN5 6DF  
Registered Office: : The Clock House, High Street, Wadhurst, TN5 6AA Company No.05540893  
Tel: 01892-784-874 Fax: 01892-784-884

*Cedar is a corporate  
member of the British  
Institute of Cleaning  
Science*



- You can grow your cleaning business to the size that suits you. Some Contractors wish to supplement other income and own only 1 contract earning them £50 extra per week. Other Contractors have built up large businesses operating over 30 contracts, with billings of many thousands of pounds per month.
- You can choose the hours that suit you.
- There is no direct supervision.
- You will have the backing of a professional management company.

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### ***What does Cedar provide?***

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- Quality contracts with quality customers.
- Specifications of work tailored to the requirements of the customer that typically break down the work requirements into daily, weekly, and quarterly tasks.
- Invoicing of the customer, and collecting the debt.
- Payment direct into the Contractors bank account on the 14<sup>th</sup> day of the subsequent month to when the work was carried out.
- Public Liability Insurance of £5m and Employers Liability Insurance of £10m.
- Cedar can provide some assistance for holiday cover (if necessary).
- Organizing and part-fund training for the British Institute of Cleaning Science Cleaning Operators Proficiency Certificate.
- Regular contact with clients to ensure that the contract is being undertaken to their satisfaction.
- Arrangement and negotiation of price increases.

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### ***What guarantees are provided?***

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Having purchased your contract, Cedar provides you with guarantees to protect your investment. These guarantees include:

- If the customer moves away or goes bust in the first year the Contractor will get 70% of their initial investment refunded. In year two this figure is 35%.
- If you wish to stop a contract that you have maintained well, for whatever reason (e.g. retirement, moving away, etc.), then Cedar can re-sell it for you and refund to you 70% of your original purchase price.

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### ***What do you earn?***

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You will earn the Client billing less our Management fees. Our Management fees are 20% of the monthly billing plus £8 +VAT.

***For more information and to discuss how you can become a Cedar Contractor, please call Cedar on 01892-784-874***

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