

Janitorial Services

Nightly cleaning of your suite is included with your lease. The scope of services to which you are entitled is available below. Any problems or concerns with the janitorial service should be reported to the Harvard Building Services office at 248.352.1494.

Town Center has a full time day cleaning supervisor. This supervisor is available to meet with you to go over any specific cleaning issues you may have. The cleaning supervisor may be contacted directly through the Harvard Building Services office at 248.352.1494.

Special services such as washing dishes, shampooing carpets, cleaning furniture, etc. may also be arranged through Harvard Building Services.

JANITORIAL SERVICES

Services to be performed on normal business days as determined by Landlord, but not exceeding five times per week.

1. Empty all waste baskets.
2. Dust desk tops that are clear of working paper.
3. Vacuum carpeted area and dust mop resilient floors.
4. Restrooms:
 - Empty all waste receptacles.
 - Dust mop and wet mop floors.
 - Clean and disinfect all fixtures.
 - Clean mirrors and shelves.
 - Refill towel and soap dispensers.
5. Clean and disinfect drinking fountains and water coolers.
6. Clean lobby floor and all lobby glass.

Weekly Services:

1. Dust top of file cabinets, ledges and baseboards.
2. Clean and disinfect all ceramic tile, partitioning and waste receptacles in restroom.
3. Remove smudges and scuff marks from walls.
4. Remove spots from partitioning glass.
5. Damp mop stairways as required.

Miscellaneous Services:

1. Wash exterior windows as needed, however the number of washings will not exceed three times per year.

Tenant understands that Landlord may substitute for any of the methods or devices set forth in this Exhibit, other methods or devices which will achieve substantially the same results.