[Company Name]  
[Address]

Re. Introducing Cleaning Services Business and Launching Latest Models of Cleaning

Dear Kim,

Amidst the situation where businesses have been completely shut down or partially shut down or some have been struck by the forceful jolts of COVID-19, we have decided to introduce our new business policies and models which will not only inspire our clients but will force them to choose Q-Plox Services for their ease and peace. We have decided to opt for new business models of cleaning with fresh mindsets of providing complete leisure and facilitate our client with thorough satisfaction.

We have made a few additions to our cleaning modules which include the antiseptic methods of cleaning. We train our team and staff members to make sure the environment clean and tidy but also germs-free and disinfected. We have added sanitizing cleaning to our cleaning packages at very inexpensive and cheaper rates. We can provide you the list of packages and rates (negotiable) on your demand.

We have initiated training sessions and tutoring programs for our staff which has helped them in developing a refined code of conduct, dedication, honesty, and industriousness to their work. We provide cleaning services to residential and commercial sectors. We also keep different section staff and team for different sectors. We deal with corporate, non-corporate, and educational institutes. We have launched our latest packages from fixed to contract-based prices.

Please visit our website [X] or call us at +[X] for other customer services. To have a look at our residential and commercial packages, send <area><area code> <space> <name> to 3030. Thank you.

Regards

Team Q-Plox Services  
34-A/2D Denmark Sight Avenue, New York, New York 54000.