

[Your Name/Company Name]
[Your Address]
[City, State, Zip Code]
[Phone Number]
[Email Address]

[Date]

[Recipient Name]
[Recipient Title]
[Cleaning Company Name]
[Company Address]
[City, State, Zip Code]

Subject: Inquiry Regarding Bulk Rates for Post-Construction Cleaning Services

Dear [Recipient Name],

I am writing to inquire about the specialized post-construction cleaning services offered by [Cleaning Company Name]. Our firm, [Your Company Name], has several upcoming projects and we are looking for a reliable partner to handle the final cleanup phases.

We are specifically interested in obtaining information regarding bulk or volume-based pricing. We anticipate requiring cleaning services for [Number] units/properties over the next [Timeframe].

Please provide details on the following:

- Standard scope of work included in your post-construction package.
- Your bulk rate structure or discount tiers for multiple projects.
- Availability and lead time required for scheduling.
- Proof of insurance and relevant certifications.

If possible, I would like to schedule a brief call or site visit to discuss our requirements in more detail. You may reach me at [Your Phone Number] or via email at [Your Email Address].

Thank you for your time and I look forward to your proposal.

Sincerely,

[Your Signature]
[Your Printed Name]
[Your Title]