# Checklist For Starting a Commercial Cleaning Business

# **Market Research**

- O Identify target markets
- Analyze local competition
- Determine pricing strategy
- Understand industry standards

# **Business Plan Development**

- Outline business objectives
- Detail financial projections
- O Develop marketing strategies
- O Define operational procedures

# **Registration and Legalities**

- Register the business name
- Obtain necessary business licenses
- Secure insurance
- Understand labor laws

# **Equipment and Supplies**

- O Purchase cleaning equipment
- Stock up on cleaning supplies
- Invest in uniforms
- Acquire safety gear

# Branding and Marketing

- Create a business logo
- Develop a company website
- O Produce marketing materials
- O Establish an online presence

# **Staffing and Training**

- ⊖ Hire qualified staff
- O Provide training on techniques
- Educate on health standards
- O Implement customer service training

# **Service and Operations**

- Define service packages
- Plan logistics for job sites
- Set up a scheduling system
- O Implement quality control measures

# **Client Acquisition**

- O Network with local businesses
- Offer introductory promotions
- O Provide exceptional service
- O Develop loyalty programs

#### Go-to Resources for Starting a Commercial Cleaning Business

Supply Vendors	Business Management	Business & Accounting
• Uline	• Jobber	• ZenBusiness
• Grainger	<ul> <li>Housecall Pro</li> </ul>	<ul> <li>Northwest Registered Agent</li> </ul>
• Jon-Do	<ul> <li>Service Fusion</li> </ul>	• <u>FreshBooks</u>
		<ul> <li>MyCorporation</li> </ul>
Useful Tools	Invoice Generator     SWOT Analysis Generator	