**Business Reference Letter**

Name

Business Name

Address

City, State, Zip

Date

Name

Business Name

Address

City, State, Zip

Dear Ms. Chamberlin,

I am writing to recommend the services of the Sparkleshine Cleaning Service. I have been using Sparkleshine to clean my offices for the past five years, and have always been completely satisfied.

They do an excellent job, are always punctual, and offer the most competitive rates in town.

We have also hired them on occasion for extra jobs, cleaning after a move, blinds, deep cleaning the kitchenette, etc. They have been very reasonably priced, and have done exactly what we've asked of them.

I'm happy to recommend the services of Sparkleshine. If you have any questions, feel free to contact me.

Jeanne Smythe

Secretariat Industries

Phone

Email