

WINDOW CLEANING SPECIFICATION

Period of Contract – 1 April 2022 – 31 March 2025

Location	Properties	Specification (External Clean by Reach & Wash System Only)	Signatures Required
BERWICKSHIRE CONTRACT			
Old Town, Ayton TD14 5RA	6 flats Nos: 21,22A,22B, 22C,22D,22E	Windows to be cleaned externally four times each year. Clean to include the removal of dirt and grime from window frames. Windows and glass in communal areas and doors to be cleaned internally and externally four times each year. Clean to include the removal of dirt and grime from window frames. Clean also to include external common bulkhead light fittings.	1 signature from tenant
Croft Court, Chirside TD11 3YQ	12 flats Nos: 1 – 12	Windows to be cleaned externally four times each year. Clean to include the removal of dirt and grime from window frames. Windows and glass in communal areas and doors to be cleaned internally and externally four times each year. Clean to include the removal of dirt and grime from window frames. Clean also to include external common bulkhead light fittings.	2 signatures from tenants
Douglas Court, Coldstream TD12 4DA	6 flats Nos: 9 – 14	Windows to be cleaned externally four times each year. Clean to include the removal of dirt and grime from window frames. Windows and glass in communal areas and doors to be cleaned internally and externally four times each year. Clean to include the removal of dirt and grime from window frames. Clean also to include external common bulkhead light fittings.	1 signature from tenant

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Hirsel Court, Coldstream TD12 4DJ	12 flats Nos: 1 – 4 5 – 8 9 - 12	Windows to be cleaned externally four times each year. Clean to include the removal of dirt and grime from window frames. Windows and glass in communal areas and doors to be cleaned internally and externally four times each year. Clean to include the removal of dirt and grime from window frames. Clean also to include external common bulkhead light fittings.	3 signatures from tenants, 1 from each block.
Gourlays Court, Duns TD11 3BN	12 flats Nos: 1 – 6 7 - 12	Windows to be cleaned externally four times each year. Clean to include the removal of dirt and grime from window frames. Windows and glass in communal areas and doors to be cleaned internally and externally four times each year. Clean to include the removal of dirt and grime from window frames. Clean also to include external common bulkhead light fittings.	2 signatures from tenants, 1 from each block
McLarens Court, Duns TD11 3AR	6 flats Nos: 9A- 9B 9C-9F	Windows to be cleaned externally four times each year. Clean to include the removal of dirt and grime from window frames. Windows and glass in communal areas and doors to be cleaned internally and externally four times each year. Clean to include the removal of dirt and grime from window frames. Clean also to include external common bulkhead light fittings.	1 signature from tenant
Manse Gardens, Duns TD11 3EN	17 flats & Cottages 11 & 29 Nos: 7 – 11 14 – 19 22 – 29	Windows to be cleaned externally four times each year. Clean to include the removal of dirt and grime from window frames. Windows and glass in communal areas and doors to be cleaned internally and externally four times each year. Clean to include the removal of dirt and grime from window frames. Clean also to include external common bulkhead light fittings.	3 signatures from tenants, 1 from each block

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Station Avenue, Duns TD11 3HW	6 bungalows Nos: 29, 29A, 30, 30A, 31 & 32 2 offices	Windows to be cleaned externally four times each year. Clean to include the removal of dirt and grime from window frames. Windows of the two offices to be cleaned externally four times each year. Clean to include the removal of dirt and grime from window frames. Clean also to include the fanlight above the first office. Windows and glass in communal areas and doors to be cleaned internally and externally four times each year. Clean to include the removal of dirt and grime from window frames. Clean also to include external common bulkhead light fittings.	1 signature from staff member
Ford Court, Gordon TD3 6LH	4 flats & 2 houses Nos: 1 – 6	Windows to be cleaned externally four times each year. Clean to include the removal of dirt and grime from window frames. Windows and glass in communal areas and doors to be cleaned internally and externally four times each year. Clean to include the removal of dirt and grime from window frames. Clean also to include external common bulkhead light fittings.	1 signature from tenant
Creel Court, St Abbs TD14 5PT	4 flats Nos: 3 - 6	Windows to be cleaned externally four times each year. Clean to include the removal of dirt and grime from window frames. Windows and glass in communal areas and doors to be cleaned internally and externally four times each year. Clean to include the removal of dirt and grime from window frames. Clean also to include external common bulkhead light fittings.	1 signature from tenant

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ETTRICK & LAUDERDALE CONTRACT			
Church Court, Earlston TD4 6JN	Communal areas only Nos: 2 -9 6 - 9	Windows and glass in communal areas and doors to be cleaned internally and externally four times each year. Clean to include the removal of dirt and grime from window frames. Clean also to include external common bulkhead light fittings.	2 signatures from tenants, 1 from each block
Rhymer's Court, Earlston TD4 6ED	16 flats Nos: 1 – 14 5-8 9-16	Windows to be cleaned externally four times each year. Clean to include the removal of dirt and grime from window frames. Windows and glass in communal areas and doors to be cleaned internally and externally four times each year. Clean to include the removal of dirt and grime from window frames. Clean also to include external common bulkhead light fittings.	3 signatures from tenants
Chris Paterson Place Galashiels TD1 1TU	Communal areas only Nos: 6-10 17-18 25-26	Windows and glass in communal areas and doors to be cleaned internally and externally four times each year. Clean to include the removal of dirt and grime from window frames. Clean also to include external common bulkhead light fittings.	2 signatures from tenants
Elworthy Place Galashiels TD1 3DG	35 flats on 5 floors Nos: 1-35	Windows to be cleaned externally four times each year. Clean to include the removal of dirt and grime from window frames. Windows and glass in communal areas and door to be cleaned internally and externally four times each year. Clean to include removal of dirt and grime from window frames. Clean also to include external common bulkhead light fittings.	1 signature from member of staff and 2 from tenants

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Location	Properties	Specification (External Clean by Reach & Wash System Only)	Signatures Required
Gala Park Gardens, Galashiels TD1 1ES	30 flats Nos: 1 – 6 7 – 18 19 – 24 25 - 30	Windows to be cleaned externally four times each year. Clean to include the removal of dirt and grime from window frames. Windows and glass in communal areas and doors to be cleaned internally and externally four times each year. Clean to include the removal of dirt and grime from window frames. Clean also to include external common bulkhead light fittings.	4 signatures from tenants, 1 from each block
Gala Park Place, Galashiels TD1 1JA	Communal areas only Nos: 1 – 8 9 - 14	Windows and glass in communal areas and doors to be cleaned internally and externally four times each year. Clean to include the removal of dirt and grime from window frames. Clean also to include external common bulkhead light fittings.	2 signatures from tenants, 1 from each block
High Tweed Mill, Galashiels TD1 1PX	20 flats Nos: 1 – 14 15 - 21	Windows to be cleaned externally four times each year. Clean to include the removal of dirt and grime from window frames. Windows and glass in communal areas and doors to be cleaned internally and externally four times each year. Clean to include the removal of dirt and grime from window frames. Clean also to include external common bulkhead light fittings.	4 signatures from tenants, 2 from each block
Larchbank Street, Galashiels TD1 3EN	19 flats Nos: 23-41 43-49 55-61	Windows to be cleaned externally four times each year. Clean to include the removal of dirt and grime from window frames. Windows and glass in communal areas and doors to be cleaned internally and externally four times each year. Clean to include the removal of dirt and grime from window frames. Clean also to include external common bulkhead light fittings.	3 signatures from tenants, 1 from each block

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Location	Properties	Specification (External Clean by Reach & Wash System Only)	Signatures Required
<p>Laidlaw Court, Galashiels TD1 1QN</p>	<p>Stairwell 1 Nos: 1/1,1/3,1/5,1/8,1/11 1/2,1/4,1/7,1/10 1/12,1/9,1/6 & 2</p> <p>Stairwell 4 Nos: 4/1,3,4/2,4/4,4/6 4/7,4/5,4/3 & 5</p> <p>Stairwell 7 Nos: 7/1,6,7/2,7/4,7/6 7/7,7/5,7/3 & 8</p> <p>Stairwell 10 Nos: 10/1,9,10/2,10/4,10/6 10/7,10/5,10/3 & 11</p> <p>Stairwell 14 Nos: 14/1,12,14/4,14/6,14/8,14/10,14/12 14/14, 14/11,14/9,14/7,14/5,14/3,14/2</p>	<p>Common windows to be cleaned externally four times each year. Clean to include the removal of dirt and grime from window frames.</p> <p>Windows and glass in communal areas and doors to be cleaned internally and externally four times each year. Clean to include the removal of dirt and grime from window frames.</p> <p>Clean also to include external common bulkhead light fittings.</p> <p><u>Stairwell 14</u></p> <p>Clean glazed covers/canopies of the entry doors into block.</p>	<p>5 signatures from tenants, 1 from each block</p>

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Location	Properties	Specification (External Clean by Reach & Wash System Only)	Signatures Required
Oakwood Park, Galashiels TD1 1DH	23 flats & communal area Nos: 1 – 23	Windows to be cleaned externally four times each year. Clean to include the removal of dirt and grime from window frames. Windows and glass in communal areas and doors to be cleaned internally and externally four times each year. Clean to include the removal of dirt and grime from window frames. Clean also to include external common bulkhead light fittings. Canopy over walkway to be cleaned twice a year internally and externally Glass walkways to be cleaned twice a year internally and externally to remove moss, debris and clear from rhones externally and cobwebs etc from internal.	1 signature from staff member and 2 signatures from tenants
St John's Court, Galashiels TD1 2JZ	3 flats Nos 1-3	Windows to be cleaned externally four times each year. Clean to include the removal of dirt and grime from window frames. Windows and glass in communal areas and doors to be cleaned internally and externally four times each year. Clean to include the removal of dirt and grime from window frames. Clean also to include external common bulkhead light fittings.	1 signature from support staff
Sanderson Court, Galashiels TD1 2JS	12 flats Nos: 1 – 12	Windows to be cleaned externally four times each year. Clean to include the removal of dirt and grime from window frames. Windows and glass in communal areas and doors to be cleaned internally and externally four times each year. Clean to include the removal of dirt and grime from window frames. Clean also to include external common bulkhead light fittings.	2 signatures from tenants

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Tulley Court, Galashiels TD1 2UB	26 flats Nos: 1 – 9 10 – 18 19 - 26	Windows to be cleaned externally four times each year. Clean to include the removal of dirt and grime from window frames. Windows and glass in communal areas and doors to be cleaned internally and externally four times each year. Clean to include the removal of dirt and grime from window frames. Clean also to include external common bulkhead light fittings.	3 signatures from tenants, 1 from each block
Tweed Crescent, Galashiels TD1 3EE	6 flats Nos: 22 – 32 (even numbers. only)	Windows to be cleaned externally four times each year. Clean to include the removal of dirt and grime from window frames. Windows and glass in communal areas and doors to be cleaned internally and externally four times each year. Clean to include the removal of dirt and grime from window frames. Clean also to include external common bulkhead light fittings.	1 signature from tenant
Wilkie Gardens, Galashiels TD1 2FF	39 flats Nos: 1-39	Windows to be cleaned externally four times each year. Clean to include the removal of dirt and grime from window frames. Windows and glass in communal areas and doors to be cleaned internally and externally four times each year. Clean to include the removal of dirt and grime from window frames. Clean to include external common bulkhead light fittings.	1 signature from staff member and 2 signatures from tenants
Eildon Crescent, Melrose TD6 9QL	22 flats Nos: 1 – 13 (All numbers) 15 – 31 (odd numbers only)	Windows to be cleaned externally four times each year. Clean to include the removal of dirt and grime from window frames. Windows and glass in communal areas and doors to be cleaned internally and externally four times each year. Clean to include the removal of dirt and grime from window frames. Clean also to include external common bulkhead light fittings.	4 signatures from tenants

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Location	Properties	Specification (External Clean by Reach & Wash System Only)	Signatures Required
<p>Millar House 45 High Cross Avenue, Melrose TD6 9SX</p>	<p>6 rooms in main house, communal areas and 9 cottages.</p> <p>Nos: 1 – 6 (in main house)</p> <p>7 – 15 (cottages)</p>	<p>All Main House windows to be cleaned externally and internally four times each year. Clean to include the removal of dirt and grime from window frames.</p> <p>All windows of cottages to be cleaned externally four times each year. Clean to include the removal of dirt and grime from window frames.</p> <p>Windows and glass in kitchen, office, guest room and communal areas including doors to be cleaned internally and externally four times each year. Secondary glazing to be cleaned both sides, once a year.</p> <p>Canopy over walkway to be cleaned once a year.</p> <p>Clean also to include all external common bulkhead light fittings cottages external lights, car park lights and bin store lights.</p> <p>Cottage windows to be cleaned only externally four times a year.</p>	<p>1 signature from member of staff and 1 signature from tenant in the cottages.</p>
<p>Scott's Place, Melrose TD6 9QZ</p>	<p>4 flats</p> <p>Nos: 5 – 8</p>	<p>Windows to be cleaned externally four times each year. Clean to include the removal of dirt and grime from window frames.</p> <p>Windows and glass in communal areas and doors to be cleaned internally and externally four times each year. Clean to include the removal of dirt and grime from window frames.</p> <p>Clean also to include external common bulkhead light fittings.</p>	<p>1 signature from tenant</p>
<p>Old Station Court, Newtown St Boswells TD6 0SJ</p>	<p>8 flats</p> <p>Nos: 7 – 14</p>	<p>Windows to be cleaned externally four times each year. Clean to include the removal of dirt and grime from window frames.</p> <p>Windows and glass in communal areas and doors to be cleaned internally and externally four times each year. Clean to include the removal of dirt and grime from window frames.</p> <p>Clean also to include external common bulkhead light fittings.</p>	<p>1 signature from tenant</p>

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East Port, Selkirk TD7 4HA	Communal areas only Nos: 1 – 18	Windows and glass in communal areas, stairways and doors to be cleaned internally and externally four times each year. Clean to include the removal of dirt and grime from window frames. Clean also to include external common bulkhead light fittings.	2 signatures from tenants
Fletcher Court, Selkirk TD7 4DE	Communal areas only Nos: 1 - 20	Windows and glass in communal areas, stairways and doors to be cleaned internally and externally four times each year. Clean to include the removal of dirt and grime from window frames. Clean also to include external common bulkhead light fittings.	2 signatures from tenants
123 High Street, Selkirk TD7 4JX	8 flats Nos: 1-8	Windows to be cleaned externally four times each year. Windows and glass in communal areas and doors to be cleaned internally and externally four times each year. Clean to include the removal of dirt and grime from window frames. Clean to include the windows on the balcony doors. Clean also to include external common bulkhead light fittings.	1 signature from tenant
Souter Court, Selkirk TD7 4NH	16 flats Nos: 1 – 16	Windows to be cleaned externally four times each year. Clean to include the removal of dirt and grime from window frames. Windows and glass in communal areas and doors to be cleaned internally and externally four times each year. Clean to include the removal of dirt and grime from window frames. Clean also to include external common bulkhead light fittings.	2 signatures from tenants
The Weaving Shed, Selkirk TD7 5EB	Office	All windows to the back, side and front of the office to be cleaned monthly on the outside only. Clean to include signage. All windows to the back, side and front of the office to be cleaned on the inside two monthly. Clean includes the glass entrance doors and all internal glass windows.	1 signature from member of staff

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Mill Court, Stow TD1 2SE	12 flats Nos: 2 – 24 (even numbers only)	Windows to be cleaned externally four times each year. Clean to include the removal of dirt and grime from window frames. Windows and glass in communal areas and doors to be cleaned internally and externally four times each year. Clean to include the removal of dirt and grime from window frames. Clean also to include external common bulkhead light fittings.	2 signatures from tenants
Craw Wood, Tweedbank TD1 3SU	6 flats Nos: 2-12 (even numbers only)	Windows to be cleaned externally four times each year. Clean to include the removal of dirt and grime from window frames. Windows and glass in communal areas and doors to be cleaned internally and externally four times each year. Clean to include the removal of dirt and grime from window frames. Clean also to include external common bulkhead light fittings.	1 signature from tenant
Jura Drive, Tweedbank TD1 3ST	21 flats Nos: 1 – 47 (odd numbers only)	Windows to be cleaned externally four times each year. Clean to include the removal of dirt and grime from window frames. Windows and glass in communal areas and doors to be cleaned internally and externally four times each year. Clean to include the removal of dirt and grime from window frames. Clean also to include external common bulkhead light fittings.	3 signatures from tenants
Killie Court, Tweedbank TD1 3SW	Communal areas only 4 flats Nos: 1-4	Windows and glass in communal areas and doors to be cleaned internally and externally four times each year. Clean to include the removal of dirt and grime from window frames. Clean also to include external common bulkhead light fittings.	1 signature from tenant

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Killie Croft, Tweedbank TD1 3SN	Communal areas only 4 flats Nos: 4-7	Windows and glass in communal areas and doors to be cleaned internally and externally four times each year. Clean to include the removal of dirt and grime from window frames. Clean also to include external common bulkhead light fittings.	1 signature from tenant

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ROXBURGHIRE CONTRACT			
Elm House Court, Denholm TD9 8PG	11 flats Nos: 1 – 11	Windows to be cleaned externally four times each year. Clean to include the removal of dirt and grime from window frames. Windows and glass in communal areas and doors to be cleaned internally and externally four times each year. Clean to include the removal of dirt and grime from window frames. Clean also to include external common bulkhead light fittings.	2 signatures from tenants
Backdamgate, Lovel Court & Crown Close, Hawick Backdamgate TD9 9EW Lovel Court TD9 9HF Crown Close TD9 9EP	14 flats and 3 cottages Nos: 3A, 3B, 3C, 3D, 3E 1A, 1B, 1C, 1D 1E, 1F, 2A, 2B, 2C 1,3,5	Windows to be cleaned externally four times each year. Clean to include the removal of dirt and grime from window frames. Windows and glass in communal areas and doors to be cleaned internally and externally four times each year. Clean to include the removal of dirt and grime from window frames. Clean also to include external common bulkhead light fittings.	1 signature from tenant of each scheme.
Borthwick Court, Hawick TD9 8DX	7 cottages and 7 flats Nos: 1 – 14	Windows to be cleaned externally four times each year. Clean to include the removal of dirt and grime from window frames. Windows and glass in communal areas and doors to be cleaned internally and externally four times each year. Clean to include the removal of dirt and grime from window frames. Clean also to include external common bulkhead light fittings.	2 signatures from tenants

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Drumlanrig Court, Hawick TD9 0ST	23 flats and 1 end-terraced house (No. 11) Nos: 1A, 1B, 2A, 2B, 3A, 3B, 3C, 4A, 4B, 4C, 5A, 5B, 6A, 6B, 7, 8A, 8B, 8C, 9A, 9B, 9C, 10A, 10B & 11	Windows to be cleaned externally four times each year. Clean to include the removal of dirt and grime from window frames. Windows and glass in communal areas and doors to be cleaned internally and externally four times each year. Clean to include the removal of dirt and grime from window frames. Clean also to include external common bulkhead light fittings.	3 signatures from tenants
Elm Court, Hawick TD9 9LG	21 flats Nos: 1 – 29	Windows to be cleaned externally four times each year. Clean to include the removal of dirt and grime from window frames. Windows and glass in communal areas and doors to be cleaned internally and externally four times each year. Clean to include the removal of dirt and grime from window frames. Clean also to include external common bulkhead light fittings.	3 signatures from tenants
Frank Scott Court, Hawick TD9 0DD	19 flats Nos: 1 – 19	Windows to be cleaned externally monthly . Clean to include the removal of dirt and grime from window frames. 4 velux windows to be cleaned quarterly. Windows and glass in communal areas and door to be cleaned internally and externally monthly . Clean to include removal of dirt and grime from window frames. Clean also to include external common bulkhead light fittings. Flat 16 windows to be cleaned as tenant unable to clean them.	1 signature from member of staff and 2 from tenants
McLagan Drive, Hawick TD9 8BT	14 flats Nos: 70A, 70B, 72A, 72B 74A, 74B, 76A, 76B 122A, 122B, 124A, 124B, 126A, 126B	Windows to be cleaned externally four times each year. Clean to include the removal of dirt and grime from window frames. Windows and glass in communal areas and door to be cleaned internally and externally four times each year. Clean to include removal of dirt and grime from window frames. Clean also to include external common bulkhead light fittings.	3 signatures from tenants, 1 from each block

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Teviot Court, Hawick TD9 9RB	44 flats Nos: 1 – 44	Windows to be cleaned externally four times each year. Clean to include the removal of dirt and grime from window frames. Windows and glass in communal areas and door to be cleaned internally and externally four times each year. Clean to include removal of dirt and grime from window frames. Clean also to include external common bulkhead light fittings.	1 signature from member of staff and 3 signatures from tenants
The Cornmill, Hawick TD9 9EZ	Communal areas only 11 flats Nos: 1-11	Windows and glass in communal areas, stairways and doors to be cleaned internally and externally four times each year. Clean to include the removal of dirt and grime from window frames. Clean also to include external common bulkhead light fittings.	2 signatures from tenants
The Village, Hawick TD9 0AH	5 flats Nos: 2A, 2B, 2C, 3A, 3B	Windows to be cleaned externally four times each year. Clean to include the removal of dirt and grime from window frames. Windows and glass in communal areas and door to be cleaned internally and externally four times each year. Clean to include removal of dirt and grime from window frames.	1 signature from tenant
Wellington Court, Hawick TD9 7DN	Communal areas only 21 flats Nos: 30-50	Windows and glass in communal areas, stairways and doors to be cleaned internally and externally four times each year. Clean to include the removal of dirt and grime from window frames. Clean also to include external common bulkhead light fittings.	2 signatures from tenants
Balfour Court, Jedburgh TD8 6BZ	10 flats 1 house (No 9) Nos: 1 - 11	Windows to be cleaned externally four times each year. Clean to include the removal of dirt and grime from window frames. Windows and glass in communal areas and door to be cleaned internally and externally four times each year. Clean to include removal of dirt and grime from window frames. Clean also to include external common bulkhead light fittings.	2 signatures from tenants

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Brisbane Place, Kelso TD5 7JX	22 flats Nos: 1, 2, 2A, 2B, 2C, 2D, 2E, 2F, 3, 4, 4A, 5, 5A, 6, 6A, 6B, 6C, 6D, 6E, 6F, 6G, 6H	Windows and basement doors to be cleaned externally four times each year. Clean to include the removal of dirt and grime from window frames and the clean of the door with the number 3 on it. Windows and glass in communal areas and door to be cleaned internally and externally four times each year. Clean to include removal of dirt and grime from window frames. Clean also to include external common bulkhead light fittings.	3 signatures from tenants
Edenside Court, Kelso TD5 7DG	14 houses 12 flats Nos: 1 - 26	Windows to be cleaned externally four times each year. Clean to include the removal of dirt and grime from window frames. Windows and glass in communal areas and door to be cleaned internally and externally four times each year. Clean to include removal of dirt and grime from window frames. Clean also to include external common bulkhead light fittings.	3 signatures from tenants
Eschie Court, Kelso TD5 7DE	24 flats Nos: 1 – 24	Windows to be cleaned externally four times each year. Clean to include the removal of dirt and grime from window frames. Windows and glass in communal areas and door to be cleaned internally and externally four times each year. Clean to include removal of dirt and grime from window frames. Clean also to include external common bulkhead light fittings.	3 signatures from tenants
Hendersons Court, Kelso TD5 7BG	Communal areas only Nos: 1-4 15-18	Windows and glass in communal areas and door to be cleaned internally and externally four times each year. Clean to include removal of dirt and grime from window frames. Clean also to include external common bulkhead light fittings.	1 signature from tenant

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Pipewell Place, Kelso TD5 7EX	5 flats Nos: 1-5	Windows to be cleaned externally four times each year. Clean to include the removal of dirt and grime from window frames. Windows and glass in communal areas and door to be cleaned internally and externally four times each year. Clean to include removal of dirt and grime from window frames. Clean also to include external common bulkhead light fittings.	1 signature from tenant
Rennie Court, Kelso TD5 7JY	Communal areas only Nos: 1-31 43-60	Windows and glass in communal areas and door to be cleaned internally and externally four times each year. Clean to include removal of dirt and grime from window frames. Clean also to include external common bulkhead light fittings.	1 signature from tenant
Roxburgh Street TD5 7DS Union Street, Kelso TD5 7DR	Communal areas only Nos: 55-65 Roxburgh Street 67-77 Roxburgh Street 8-18 Union Street	Windows and glass in communal areas and door to be cleaned internally and externally four times each year. Clean to include removal of dirt and grime from window frames. Clean also to include external common bulkhead light fittings.	1 signature from tenant
Old School Gardens, Morebattle TD5 8QR	4 flats 4 cottages Nos: 1 - 8	Windows to be cleaned externally four times each year. Clean to include the removal of dirt and grime from window frames. Windows and glass in communal areas and door to be cleaned internally and externally four times each year. Clean to include removal of dirt and grime from window frames. Clean also to include external common bulkhead light fittings.	2 signatures from tenants (at least one from the flats)
Deanfield Place, Town Yetholm TD5 8SG	8 flats 4 cottages Nos: 1A, 1B, 2, 3A, 3B, 4, 15, 16A, 16B, 17, 18A, 18B	Windows to be cleaned externally four times each year. Clean to include the removal of dirt and grime from window frames. Windows and glass in communal areas and door to be cleaned internally and externally four times each year. Clean to include removal of dirt and grime from window frames. Clean also to include external common bulkhead light fittings.	2 signatures from tenants (at least one from the flats)

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TWEEDDALE CONTRACT			
Aitken Bank, Innerleithen EH44 6QD	12 flats Nos: 1 - 12	Windows to be cleaned externally monthly . Clean to include the removal of dirt and grime from window frames. Windows and glass in communal areas and door to be cleaned internally and externally four times each year. Clean to include removal of dirt and grime from window frames. Clean also to include external common bulkhead light fittings.	2 signatures from tenants.
Buchan Place, Innerleithen EH44 6QE	8 flats 6 bungalows Nos: 1 – 14	Windows to be cleaned externally four times each year. Clean to include the removal of dirt and grime from window frames. Windows and glass in communal areas and door to be cleaned internally and externally four times each year. Clean to include removal of dirt and grime from window frames. Clean also to include external common bulkhead light fittings.	1 signature from tenant of flats and 1 from bungalows
Bridgend, Innerleithen EH44 6JG	External only Nos: 1 – 11	Single yearly clean of exterior of roof lights.	1 signature from tenant
High Street, Innerleithen EH44 6HF	3 flats Nos: 41, 41A & 43	Windows and glass in communal areas and door to be cleaned internally and externally four times each year. Clean to include removal of dirt and grime from window frames. Clean also to include external common bulkhead light fittings.	1 signature from tenant
James Hogg Court, Innerleithen EH44 6RN	Communal areas only (each stair has 2 landing windows). Nos: 1-9 10-15 16-24	Windows and glass in communal areas and door to be cleaned internally and externally four times each year. Clean to include removal of dirt and grime from window frames. Clean also to include external common bulkhead light fittings.	1 signature from tenant

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Buchan Gardens, Peebles EH45 8JS	3 flats Nos: 8, 10 & 12	<p>Windows to be cleaned externally four times each year. Clean to include the removal of dirt and grime from window frames.</p> <p>Windows and glass in communal areas and door to be cleaned internally and externally four times each year. Clean to include removal of dirt and grime from window frames.</p> <p>Clean also to include external common bulkhead light fittings.</p>	1 signature from tenant
Crookston Court, Peebles EH45 9BL	8 flats and 7 cottages Nos: 1 – 15	<p>Windows to be cleaned externally four times each year. Clean to include the removal of dirt and grime from window frames.</p> <p>Interior and exterior of 2 common stair windows at flats. Clean to include the removal of dirt and grime from window frames.</p> <p>Clean also to include external common bulkhead light fittings.</p>	1 signature from tenant of flats and 1 signature from tenant of cottages
Dovecot Court, Peebles EH45 8FG	37 flats	<p>Common windows to be cleaned internally and externally four times each year. Clean to include the removal of dirt and grime from window frames.</p> <p>Windows and glass in communal areas and doors to be cleaned internally and externally four times each year. Clean to include removal of dirt and grime from window frames.</p> <p>Clean also to include external common bulkhead light fittings.</p>	1 signature from a staff member
Dovecot Road, Peebles EH45 8EQ	5 flats Nos: 1 – 5	<p>Windows to be cleaned externally four times each year. Clean to include the removal of dirt and grime from window frames.</p> <p>Windows and glass in communal areas and door to be cleaned internally and externally four times each year. Clean to include removal of dirt and grime from window frames.</p> <p>Clean also to include external common bulkhead light fittings.</p>	1 signature from tenant

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Location	No. Properties	Specification (External Clean by Reach & Wash System Only)	Signatures Required
Dovecot Road, Peebles EH45 8EQ	Communal areas only Nos: 24-35	Windows and glass in communal areas and door to be cleaned internally and externally four times each year. Clean to include removal of dirt and grime from window frames. Clean also to include external common bulkhead light fittings.	2 signatures from tenants
George Street, Peebles EH45 8DL	Communal areas only Nos: 39-57 (odd)	Windows and glass in communal areas and door to be cleaned internally and externally four times each year. Clean to include removal of dirt and grime from window frames. Clean also to include external common bulkhead light fittings.	2 signatures from tenants
Kingsland Square, Peebles EH45 8EZ	Communal areas only Nos: 1/1-33 46-53	Twice yearly clean in September and March interior and exterior of <u>communal glass only</u> .	1 signature from tenant of 1/1-33 plus 1 from tenant of 46-53
Old Town/Young Street, Peebles EH45 8JF	23 flats 3 houses Nos: See Specification plus 6 & 8 Young Street	Windows to be cleaned externally four times each year. Clean to include the removal of dirt and grime from window frames. Windows and glass in communal areas and door to be cleaned internally and externally four times each year. Clean to include removal of dirt and grime from window frames. Externally clean the landing and velux windows at 34A & 34B Old Town. Clean also to include external common bulkhead light fittings. Nos: 30, 32, 34A, 34B, 36, 38, 40, 42, 44, 46A, 48, 48A, 48B, 50, 52, 54, 54A, 74, 80, 80A, 82, 84, 86, 88A,88B, 90, 92 & 92A	2 signatures from tenants, 1 from each of the 2 parts of the scheme

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Provost Walker Court, Peebles EH45 8SG	26 flats on 3 floors Nos: 1 – 26	Windows to be cleaned externally four times each year. Clean to include the removal of dirt and grime from window frames. Windows and glass in communal areas and door to be cleaned internally and externally four times each year. Clean to include removal of dirt and grime from window frames. Clean also to include external common bulkhead light fittings.	3 signatures from tenants, 1 from each floor
Riverside House, Old Town, Peebles EH45 8JD	33 flats on 3 floors Nos: 1 – 33	Windows to be cleaned externally four times each year. Clean to include the removal of dirt and grime from window frames. Windows and glass in communal areas and door to be cleaned internally and externally four times each year. Clean to include removal of dirt and grime from window frames. Internal glazing screens to be cleaned four times each year. Clean also to include external common bulkhead light fittings.	1 signature from member of staff and 2 signatures from tenants
St Michael's Bank, Peebles EH45 8SR	36 flats on 3 floors Nos: 1 - 36	Windows to be cleaned externally four times each year. Clean to include the removal of dirt and grime from window frames. Windows and glass in communal areas and door to be cleaned internally and externally four times each year. Clean to include removal of dirt and grime from window frames. Clean also to include external common bulkhead light fittings.	3 signature from tenants, 1 from each floor
Henry Ballantyne Place, Walkerburn EH43 6AH	6 flats Nos: 1 – 6	Windows to be cleaned externally four times each year. Clean to include the removal of dirt and grime from window frames. Windows and glass in communal areas and door to be cleaned internally and externally four times each year. Clean to include removal of dirt and grime from window frames. Clean also to include external common bulkhead light fittings.	1 signature from tenant

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Location	No. Properties	Specification (External Clean by Reach & Wash System Only)	Signatures Required
Jean Fleming House, West Linton EH46 7EH	6 flats Nos: 1 – 6	Windows to be cleaned externally four times each year. Clean to include the removal of dirt and grime from window frames. Windows and glass in communal areas and door to be cleaned internally and externally four times each year. Clean to include removal of dirt and grime from window frames. Clean also to include external common bulkhead light fittings.	1 signature from tenant
St Andrew's Close, West Linton EH46 7HU	16 flats in 2 blocks and 1 cottage Nos 2 - 32 (even numbers only) 37 (cottage)	Windows to be cleaned externally four times each year. Clean to include the removal of dirt and grime from window frames. Windows and glass in communal areas and door to be cleaned internally and externally four times each year. Clean to include removal of dirt and grime from window frames. Clean also to include external common bulkhead light fittings.	2 signatures from tenants and 1 signature from tenant at No 37