

COMMUNAL STAIR CLEANING SPECIFICATION

Period of Contract – 1 April 2022 to 31 March 2025

| Town | Scheme | Property Description | Specification | Signatures Required |
|------------------------------|-----------------------------|---|---|---------------------------------------|
| BERWICKSHIRE CONTRACT | | | | |
| Ayton | Old Town TD14 5RA | 1 stair Nos: 21, 22A, 22B, 22C, 22D & 22E | Fortnightly clean. Brush clean and mop internal stairs and communal passageways on each landing. Clean to include the removal of dirt and grime from handrails and window ledges. Remove any cobwebs from corners, ceilings and windows. | 1 signature from tenant |
| Coldstream | Hirsel Court TD12 4DJ | 3 stairs Nos: 1-4 5-8 9-12 | Fortnightly clean. Vacuum clean stair and landing carpets, cleaning off any marks as required. Clean to include the removal of dirt and grime from handrails and window ledges. Remove any cobwebs from corners, ceilings and windows. | 1 signature from tenant of each stair |
| Duns | Gourlay's Court TD11 3BN | 2 stairs Nos: 1-6 7-12 | Fortnightly clean. Vacuum clean stair and landing carpets, cleaning off any marks as required. Clean to include the removal of dirt and grime from handrails and window ledges. Remove any cobwebs from corners, ceilings and windows. | 1 signature from tenant of each stair |
| Duns | Manse Gardens TD11 3EN | 3 stairs Nos: 7-10 14-19 22-28 | Fortnightly clean. Brush clean and mop internal stairs and communal passageways on each landing. Clean to include the removal of dirt and grime from handrails and window ledges. Remove any cobwebs from corners, ceilings and windows. | 1 signature from tenant of each stair |

PLEASE NOTE THIS DOCUMENT IS DOUBLE SIDED

| Town | Scheme | Property Description | Specification | Signatures Required |
|---------|----------------------------|--|---|-------------------------|
| Duns | McLarens Court TD11 3AR | 1 stair Nos: 9C, 9D, 9E & 9F | Fortnightly clean. Vacuum clean stair and landing carpets, cleaning off any marks as required. Clean to include the removal of dirt and grime from handrails and window ledges. Remove any cobwebs from corners, ceilings and windows. | 1 signature from tenant |
| Gordon | Ford Court TD3 6LH | 1 stair Nos: 3 & 4 | Fortnightly clean. Vacuum clean stair and landing carpets, cleaning off any marks as required. Clean to include the removal of dirt and grime from handrails and window ledges. Remove any cobwebs from corners, ceilings and windows. | 1 signature from tenant |
| St Abbs | Creel Court TD14 5PT | 1 stair Nos: 3-6 | Fortnightly clean. Vacuum clean stair and landing carpets, cleaning off any marks as required. Clean to include the removal of dirt and grime from handrails and window ledges. Remove any cobwebs from corners, ceilings and windows. | 1 signature from tenant |

PLEASE NOTE THIS DOCUMENT IS DOUBLE SIDED

| Town | Scheme | Property Description | Specification | Signatures Required |
|--|---------------------------------|--|--|---------------------------------------|
| ETTRICK & LAUDERDALE 1 CONTRACT | | | | |
| Galashiels | Chris Paterson Place TD1 1TU | 3 stairs Nos: 6-10 17-18 25-26 | Fortnightly clean. Vacuum clean stair and landing carpets, cleaning off any marks as required. Clean to include the removal of dirt and grime from handrails and window ledges. Remove any cobwebs from corners, ceilings and windows. | 1 signature from tenant of each stair |
| Galashiels | Elworthy Place TD1 3DG | 1 stair and 1 lift Nos: 1-35 | Fortnightly clean. Brush clean and mop internal stairs and communal passageways on each landing. Clean to include the removal of dirt and grime from handrails and window ledges. Remove any cobwebs from corners, ceilings and windows. Clean the glazed side screen at the front door. Use damp cloth to clean the lift door and any steel surface. | 3 signatures from tenants |
| Galashiels | Gala Park Gardens TD1 1ES | 4 stairs Nos: 1-6 7-18 19-24 25-30 | Weekly clean with annual shampoo of carpets. Vacuum clean stair and landing carpets, cleaning off any marks as required. Clean to include the removal of dirt and grime from handrails and window ledges. Remove any cobwebs from corners, ceilings and windows. | 1 signature from tenant of each stair |
| Galashiels | Gala Park Place TD1 1JA | 2 stairs Nos: 1-8 9-14 | Fortnightly clean. Brush clean and mop internal stairs and communal passageways on each landing. Clean to include the removal of dirt and grime from handrails and window ledges. Remove any cobwebs from corners, ceilings and windows. | 1 signature from tenant of each stair |

PLEASE NOTE THIS DOCUMENT IS DOUBLE SIDED

| Town | Scheme | Property Description | Specification | Signatures Required |
|-------------|--------------------------------|--|---|---------------------------------------|
| Galashiels | High Tweed Mill TD1 1PX | 2 stairs Nos: 1-14 15-21 | Fortnightly clean. Brush clean and mop internal stairs and communal passageways on each landing. Clean to include the removal of dirt and grime from handrails and window ledges. Wipe down non-glass areas of communal doors and door handles. Remove any cobwebs from corners, ceilings and windows. | 1 signature from tenant of each stair |
| Galashiels | Kingsknowes Village TD1 3ET | 3 stairs Nos: 35,36 & 37a 37b, 38 – 40 42-45 | Fortnightly clean. Brush clean and mop internal stairs and communal passageways on each landing. Clean to include the removal of dirt and grime from handrails and window ledges. Remove any cobwebs from corners, ceilings and windows. | 1 signature from tenant of each stair |

PLEASE NOTE THIS DOCUMENT IS DOUBLE SIDED

| Town | Scheme | Property Description | Specification | Signatures Required |
|------------|-----------------------------|---|---|---------------------------------------|
| Galashiels | Laidlaw Court TD1 1QN | <p>5 stairs (54 flats)</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, 14/5,14/3,14/2</p> | <p>Fortnightly clean.</p> <p>Brush clean and mop internal stairs and communal passageways on each landing. Clean to include the removal of dirt and grime from handrails and window ledges. Wipe down non-glass areas of communal doors and door handles. Remove any cobwebs from corners, ceilings and windows.</p> <p>The bin store areas adjacent to the car park and the bin store on the first floor level to the right hand side of the wooden bridge to enter block 14 shall be inspected at each visit and any waste/detritus found lying on the floor area shall be lifted and disposed. The floor shall be swept clean and left free of all waste. Waste arising should be placed in the bins on site. Large items should be reported to the Association so that arrangements for disposal can be made.</p> | 1 signature from tenant of each stair |
| Galashiels | Larchbank Street TD1 3EN | <p>4 stairs</p> <p>Nos: 23-29 31-37 43-49 55-61</p> | <p>Weekly clean with annual shampoo of carpets.</p> <p>Vacuum clean stair and landing carpets, cleaning off any marks as required. Clean to include the removal of dirt and grime from handrails and window ledges. Remove any cobwebs from corners, ceilings and windows.</p> | 1 signature from tenant of each stair |

PLEASE NOTE THIS DOCUMENT IS DOUBLE SIDED

| Town | Scheme | Property Description | Specification | Signatures Required |
|------------|----------------------------|---|---|--|
| Galashiels | St John's Court TD1 2JZ | 1 stair Nos 1-3 | Fortnightly clean. Brush clean and mop internal stairs and communal passageways on each landing. Clean to include the removal of dirt and grime from handrails and window ledges. Remove any cobwebs from corners, ceilings and windows. | 1 signature from member of support staff |
| Galashiels | Tulley Court TD1 2UB | 3 stairs Nos: 1-9 10-18 19-26 | Fortnightly clean. Brush clean and mop internal stairs and communal passageways on each landing. Clean to include the removal of dirt and grime from handrails and window ledges. Wipe down non-glass areas of communal doors and door handles. Remove any cobwebs from corners, ceilings and windows. | 1 signature from tenant of each stair |
| Galashiels | Tweed Crescent TD1 3EE | 1 stair Nos: 22-32 | Fortnightly clean. Vacuum clean stair and landing carpets, cleaning off any marks as required. Clean to include the removal of dirt and grime from handrails and window ledges. Remove any cobwebs from corners, ceilings and windows. | 1 signature from tenant |
| Selkirk | East Port TD7 4HA | 3 stairs Nos: 1-6 7-12 13-18 | Fortnightly clean. Brush clean and mop internal stairs and communal passageways on each landing. Clean to include the removal of dirt and grime from handrails and window ledges. Remove any cobwebs from corners, ceilings and windows. | 1 signature from tenant of each stair |
| Selkirk | Fletcher Court TD7 4DE | 4 stairs Nos: 1-3 4-9 10-15 17-20 | Fortnightly clean. Brush clean and mop internal stairs and communal passageways on each landing. Clean to include the removal of dirt and grime from handrails and window ledges. Remove any cobwebs from corners, ceilings and windows. | 1 signature from tenant of each stair |

PLEASE NOTE THIS DOCUMENT IS DOUBLE SIDED

| Town | Scheme | Property Description | Specification | Signatures Required |
|-----------|----------------------------|--|---|---------------------------------------|
| Selkirk | 123 High Street TD7 4JX | 1 stair Nos: 1-8 | Fortnightly clean. Brush clean and mop internal stairs and communal passageways on each landing. Clean to include the removal of dirt and grime from handrails and window ledges. Remove any cobwebs from corners, ceilings and windows. | 1 signature from tenant |
| Selkirk | Souter Court TD7 4HN | 3 stairs Nos: 1-6 8-12 13-16 | Fortnightly clean. Vacuum clean stair and landing carpets, cleaning off any marks as required. Clean to include the removal of dirt and grime from handrails and window ledges. Remove any cobwebs from corners, ceilings and windows. | 1 signature from tenant of each stair |
| Tweedbank | Craw Wood TD1 3SU | 1 stairs Nos: 4-10 | Fortnightly clean. Brush clean and mop internal stairs and communal passageways on each landing. Clean to include the removal of dirt and grime from handrails and window ledges. Remove any cobwebs from corners, ceilings and windows. | 1 signature from tenant |
| Tweedbank | Jura Drive TD1 3ST | 3 stairs Nos: 1-15 odd 19-29 odd 31-47 odd | Fortnightly clean. Brush clean and mop internal stairs and communal passageways on each landing. Clean to include the removal of dirt and grime from handrails and window ledges. Remove any cobwebs from corners, ceilings and windows. | 1 signature from tenant of each stair |
| Tweedbank | Killie Court TD1 3SW | 1 stair Nos: 1-4 | Fortnightly clean. Brush clean and mop internal stairs and communal passageways on each landing. Clean to include the removal of dirt and grime from handrails and window ledges. Remove any cobwebs from corners, ceilings and windows. | 1 signature from tenant |

PLEASE NOTE THIS DOCUMENT IS DOUBLE SIDED

| Town | Scheme | Property Description | Specification | Signatures Required |
|-----------|-------------------------|--|---|-------------------------|
| Tweedbank | Killie Croft TD1 3SN | 1 stair Nos: 4-7 | Fortnightly clean. Brush clean and mop internal stairs and communal passageways on each landing. Clean to include the removal of dirt and grime from handrails and window ledges. Remove any cobwebs from corners, ceilings and windows. | 1 signature from tenant |

PLEASE NOTE THIS DOCUMENT IS DOUBLE SIDED

| Town | Scheme | Property Description | Specification | Signatures Required |
|--|--------------------------------|--|--|---------------------------------------|
| ETTRICK & LAUDERDALE 2 CONTRACT | | | | |
| Earlston | Church Court TD4 6JN | 2 stairs Nos: 2-5 6-9 | Fortnightly clean. Brush clean and mop internal stairs and communal passageways on each landing. Clean to include the removal of dirt and grime from handrails and window ledges. Remove any cobwebs from corners, ceilings and windows. | 1 signature from tenant of each stair |
| Earlston | Jubilee Square TD4 6JE | First floor only Nos: 6 & 8 | Fortnightly clean. Brush clean and mop internal stairs and communal passageways on each landing. Clean to include the removal of dirt and grime from handrails and window ledges. Remove any cobwebs from corners, ceilings and windows. | 1 signature from tenant |
| Melrose | Eildon Crescent TD6 9QL | 3 stairs Nos: 1-13 odd 2-12 even 15-31 odd | Weekly clean with annual shampoo of carpets. Vacuum clean stair and landing carpets, cleaning off any marks as required. Clean to include the removal of dirt and grime from handrails and window ledges. Remove any cobwebs from corners, ceilings and windows. | 1 signature from tenant of each stair |
| Newtown St Boswells | Old Station Court TD6 0SJ | 1 stair Nos: 8-12 | Fortnightly clean. Brush clean and mop internal stairs and communal passageways on each landing. Clean to include the removal of dirt and grime from handrails and window ledges. Remove any cobwebs from corners, ceilings and windows. | 1 signature from tenant |
| St Boswells | Jenny Moore's Court TD6 0DS | 2 stairs Nos: 2 - 9 | Fortnightly clean. Brush clean and mop internal stairs and communal passageways on each landing. Clean to include the removal of dirt and grime from handrails and window ledges. Remove any cobwebs from corners, ceilings and windows. | 1 signature from tenant of each stair |

PLEASE NOTE THIS DOCUMENT IS DOUBLE SIDED

| Town | Location | Property Description | Specification | Signatures Required |
|------------------------|-----------------------------|--|---|---------------------------------------|
| ROXBURGHSHIRE 1 | | | | |
| Hawick | Backdamgate TD9 9EW | 1 stair Nos: 3A-3E | Fortnightly clean. Brush clean and mop internal stairs and communal passageways on each landing. Clean to include the removal of dirt and grime from handrails and window ledges. Remove any cobwebs from corners, ceilings and windows. | 1 signature from tenant |
| Hawick | Borthwick Court TD9 8DX | 2 stairs Nos: 2-3 4-7 | Fortnightly clean. Brush clean and mop internal stairs and communal passageways on each landing. Clean to include the removal of dirt and grime from handrails and window ledges. Remove any cobwebs from corners, ceilings and windows. | 1 signature from tenant of each stair |
| Hawick | Drumlanrig Court TD9 0ST | 4 stairs Nos: 1B & 2B 3B,3C,4B,4C 5B,6B,8B,8C 9A,9B,9C,10B | Fortnightly clean. Brush clean and mop internal stairs and communal passageways on each landing. Clean to include the removal of dirt and grime from handrails and window ledges. Remove any cobwebs from corners, ceilings and windows. | 1 signature from tenant of each stair |
| Hawick | Elm Court TD9 9LG | 2 stairs Nos: 1-21 | Fortnightly clean. Brush clean and mop internal stairs and communal passageways on each landing. Clean to include the removal of dirt and grime from handrails and window ledges. Remove any cobwebs from corners, ceilings and windows. Wipe down non-glass areas of communal doors and door handles. The bin store/bike store/general store shall be inspected at each visit and any waste/detritus found lying on the floor area shall be lifted and disposed. The floor shall be swept clean and left free of waste. Waste arising should be placed in the bins on site. Large items should be reported to the Association so that arrangements for disposal can be made. | 1 signature from tenant of each stair |

PLEASE NOTE THIS DOCUMENT IS DOUBLE SIDED

| Town | Location | Property Description | Specification | Signatures Required |
|--------|-----------------------------|--|--|---------------------------------------|
| Hawick | Level Court TD9 9HF | 2 stairs Nos: 1A-1F 2A-2C | Fortnightly clean. Brush clean and mop internal stairs and communal passageways on each landing. Clean to include the removal of dirt and grime from handrails and window ledges. Remove any cobwebs from corners, ceilings and windows. | 1 signature from tenant of each stair |
| Hawick | McLagan Drive TD9 8BT | 3 stairs Nos: 70A-72B 74A, 74B, 76B 124A, 124B, 126A &126B | Fortnightly clean. Brush clean and mop internal stairs and communal passageways on each landing. Clean to include the removal of dirt and grime from handrails and window ledges. Remove any cobwebs from corners, ceilings and windows. Wipe down non-glass areas of communal doors and door handles. | 1 signature from tenant of each stair |
| Hawick | The Cornmill TD9 9EZ | 2 stairs Nos; 2-8 9-11 | Fortnightly clean. Brush clean and mop internal stairs and communal passageways on each landing. Clean to include the removal of dirt and grime from handrails and window ledges. Remove any cobwebs from corners, ceilings and windows. Wipe down non-glass areas of communal doors and door handles. | 1 signature from tenant of each stair |
| Hawick | The Village TD9 0AH | 2 stairs Nos: 2B & 2C 3A & 3B | Fortnightly clean. Brush clean and mop internal stairs and communal passageways on each landing. Clean to include the removal of dirt and grime from handrails and window ledges. Remove any cobwebs from corners, ceilings and windows. | 1 signature from tenant of each stair |
| Hawick | Wellington Court TD9 7DN | 2 stairs Nos: 30-38 39-50 | Fortnightly clean. Brush clean and mop internal stairs and communal passageways on each landing. Clean to include the removal of dirt and grime from handrails and window ledges. Remove any cobwebs from corners, ceilings and windows. Wipe down non-glass areas of communal doors and door handles. Remove dirt and cobwebs from external walkways annually. | 1 signature from tenant of each stair |

PLEASE NOTE THIS DOCUMENT IS DOUBLE SIDED

| Town | Scheme | Property Description | Specification | Signatures Required |
|---------------------------------|---------------------------|--|---|---------------------------------------|
| ROXBURGHSHIRE 2 CONTRACT | | | | |
| Jedburgh | Balfour Court TD8 6BZ | 1 stair Nos: 4-8 | Fortnightly clean. Brush clean and mop internal stairs and communal passageways on each landing. Clean to include the removal of dirt and grime from handrails and window ledges. Remove any cobwebs from corners, ceilings and windows. | 1 signature from tenant |
| Kelso | Brisbane Place TD5 7JX | 1 stair Nos: 2,4,5 & 6 | Weekly clean with annual shampoo of carpets. Vacuum clean stair and landing carpets, cleaning off any marks as required. Clean to include the removal of dirt and grime from handrails and window ledges. Remove any cobwebs from corners, ceilings and windows. | 1 signature from tenant |
| Kelso | Edenside Court TD5 7DG | 3 stairs Nos: 13-16 17-20 21-24 | Weekly clean with annual shampoo of carpets. Vacuum clean stair and landing carpets, cleaning off any marks as required. Clean to include the removal of dirt and grime from handrails and window ledges. Remove any cobwebs from corners, ceilings and windows. | 1 signature from tenant of each stair |
| Kelso | Eschie Court TD5 7DE | 4 stairs Nos: 1-6 8-12 14-18 20-23 | Fortnightly clean. Vacuum clean stair and landing carpets, cleaning off any marks as required. Clean to include the removal of dirt and grime from handrails and window ledges. Remove any cobwebs from corners, ceilings and windows. | 1 signature from tenant of each stair |

PLEASE NOTE THIS DOCUMENT IS DOUBLE SIDED

| Town | Scheme | Property Description | Specification | Signatures Required |
|-------|-----------------------------|---|---|-------------------------------------|
| Kelso | Hendersons Court TD5 7BG | 1 stair Nos: 1-4 &15-18 | Fortnightly clean. Brush clean and mop internal stairs and communal passageways on each landing. Clean to include the removal of dirt and grime from handrails and window ledges. Remove any cobwebs from corners, ceilings and windows. | 1 signature from tenant |
| Kelso | Pipewell Place TD5 7EX | 1 stair Nos: 2-5 | Fortnightly clean. Brush clean and mop internal stairs and communal passageways on each landing. Clean to include the removal of dirt and grime from handrails and window ledges. Remove any cobwebs from corners, ceilings and windows. | 1 signature from tenant |
| Kelso | Rennie Court TD5 7JY | 10 stairs Nos: 1-9, 11-13 14-19, 20-25 26-31, 33 & 34 35-42, 43-46 47-54, 55-60 | Fortnightly clean. Brush clean and mop internal stairs and communal passageways on each landing. Clean to include the removal of dirt and grime from handrails and window ledges. Remove any cobwebs from corners, ceilings and windows. | 1 signature from tenant of 5 stairs |
| Kelso | Roxburgh Street TD5 7DS | 2 stairs Nos: 55-65 67-77 | Fortnightly clean. Brush clean and mop internal stairs and communal passageways on each landing. Clean to include the removal of dirt and grime from handrails and window ledges. Remove any cobwebs from corners, ceilings and windows. | 1 signature from tenant |
| Kelso | Union Street TD5 7DR | 1 stair Nos: 8-18 3 storey | Fortnightly clean. Brush clean and mop internal stairs and communal passageways on each landing. Clean to include the removal of dirt and grime from handrails and window ledges. Remove any cobwebs from corners, ceilings and windows. | 1 signature from tenant |

PLEASE NOTE THIS DOCUMENT IS DOUBLE SIDED

| Town | Scheme | Property Description | Specification | Signatures Required |
|--------------|-------------------------------|---|---|---------------------------------------|
| Kelso | Woodside Gardens TD5 7SH | 1 stair Nos: 20-24 | Fortnightly clean. Brush clean and mop internal stairs and communal passageways on each landing. Clean to include the removal of dirt and grime from handrails and window ledges. Remove any cobwebs from corners, ceilings and windows. | 1 signature from tenant |
| Morebattle | Old School Gardens TD5 8QR | 1 stair Nos: 5-8 | Fortnightly clean. Brush clean and mop internal stairs and communal passageways on each landing. Clean to include the removal of dirt and grime from handrails and window ledges. Remove any cobwebs from corners, ceilings and windows. | 1 signature from tenant |
| Town Yetholm | Deanfield Place TD5 8SG | 4 stairs Nos: 1A-1B 3A-3B 16A-16B 18A-18B | Fortnightly clean. Brush clean and mop internal stairs and communal passageways on each landing. Clean to include the removal of dirt and grime from handrails and window ledges. Remove any cobwebs from corners, ceilings and windows. | 1 signature from tenant of each stair |

PLEASE NOTE THIS DOCUMENT IS DOUBLE SIDED

| Town | Location | Property Description | Specification | Signatures Required |
|---------------------------|------------------------------|---|---|---------------------------------------|
| TWEEDDALE CONTRACT | | | | |
| Innerleithen | Aitken Bank EH44 6QD | 3 stairs Nos: 1-4 5-8 9-12 | Fortnightly clean. Vacuum clean stair and landing carpets, cleaning off any marks as required. Clean to include the removal of dirt and grime from handrails and window ledges. Remove any cobwebs from corners, ceilings and windows. | 1 signature from tenant of each stair |
| Innerleithen | Bridgend EH44 6JG | 2 stairs Nos: 1-7 8-11 | Fortnightly clean. Brush clean and mop internal stairs and communal passageways on each landing. Clean to include the removal of dirt and grime from handrails and window ledges. Remove any cobwebs from corners, ceilings and windows. | 1 signature from tenant of each stair |
| Innerleithen | Craig Terrace EH44 6LU | 1 stair Nos: 10-16 | Fortnightly clean. Brush clean and mop internal stairs and communal passageways on each landing. Clean to include the removal of dirt and grime from handrails and window ledges. Remove any cobwebs from corners, ceilings and windows. | 1 signature from tenant |
| Innerleithen | High Street EH44 6HF | 1 stair Nos: 41, 41A & 43 | Fortnightly clean. Brush clean and mop internal stairs and communal passageways on each landing. Clean to include the removal of dirt and grime from handrails and window ledges. Remove any cobwebs from corners, ceilings and windows. | 1 signature from tenant |
| Innerleithen | James Hogg Court EH44 6RN | 3 stairs Nos: 1-9 10-15 16-24 | Fortnightly clean. Vacuum clean stair and landing carpets, cleaning off any marks as required. Clean to include the removal of dirt and grime from handrails and window ledges. Remove any cobwebs from corners, ceilings and windows. | 1 signature from tenant of stair. |

PLEASE NOTE THIS DOCUMENT IS DOUBLE SIDED

| Town | Location | Property Description | Specification | Signatures Required |
|---------|-----------------------------|--|---|---|
| Peebles | Bridgeway Court EH45 8RW | 2 stairs Nos: 1-6, 14 & 15 7-12 | Fortnightly clean. Brush clean and mop internal stairs and communal passageways on each landing. Clean to include the removal of dirt and grime from handrails and window ledges. Remove any cobwebs from corners, ceilings and windows. | 2 signatures from sharing owner of each stair |
| Peebles | Crookston Court EH45 9BL | 1 stair Nos: 2, 3, 6 & 7 | Fortnightly clean. Brush clean and mop internal stairs and communal passageways on each landing. Clean to include the removal of dirt and grime from handrails and window ledges. Remove any cobwebs from corners, ceilings and windows. | 1 signature from tenant |
| Peebles | Dovecot Road EH45 8FG | 2 stairs (12 flats) Nos: 24-29 30-35 | Fortnightly clean. Brush clean and mop internal stairs and communal passageways on each landing. Clean to include the removal of dirt and grime from handrails and window ledges. Remove any cobwebs from corners, ceilings and windows. | 1 signature from tenant of each stair |
| Peebles | George Street EH45 8DL | 2 stairs (10 flats) Nos: 39-49 (odd) 51-57 (odd) | Fortnightly clean. Brush clean and mop internal stairs and communal passageways on each landing. Clean to include the removal of dirt and grime from handrails and window ledges. Remove any cobwebs from corners, ceilings and windows. | 1 signature from tenant of each stair |

PLEASE NOTE THIS DOCUMENT IS DOUBLE SIDED

| Town | Location | Property Description | Specification | Signatures Required |
|-------------|----------------------------------|--|---|-------------------------------------|
| Peebles | Kingsland Square EH45 8EZ | 10 stairs Nos: 1/2 & 2/2 4 & 6 11 & 13 15 & 17 19 & 21 23 & 25 27 & 29 30-33 47 & 49 51 & 53 | Fortnightly clean. Brush clean and mop internal stairs and communal passageways on each landing. Clean to include the removal of dirt and grime from handrails and window ledges. Remove any cobwebs from corners, ceilings and windows. | 1 signature from tenant of 5 stair. |
| Peebles | Provost Walker Court EH45 8SG | 9 stairs Nos: 1-6 7-9 10-13 14-17 18-26 – 5 stairs | Fortnightly clean. Vacuum clean stair and landing carpets, cleaning off any marks as required. Clean to include the removal of dirt and grime from handrails and window ledges. Remove any cobwebs from corners, ceilings and windows. | 1 signature from tenant of 5 stairs |
| Peebles | St Michael's Bank EH45 8SR | 6 stairs Nos: 1-6 7-12 13-18 19-23 24-29 30-36 | Fortnightly clean. Brush clean and mop internal stairs and communal passageways on each landing. Clean to include the removal of dirt and grime from handrails and window ledges. Remove any cobwebs from corners, ceilings and windows. | 1 signature from tenant of 3 stairs |
| West Linton | Jean Fleming House EH46 7EH | 1 stair Nos: 1-6 | Fortnightly clean. Brush clean and mop internal stairs and communal passageways on each landing. Clean to include the removal of dirt and grime from handrails and window ledges. Remove any cobwebs from corners, ceilings and windows. | 1 signature from tenant |

PLEASE NOTE THIS DOCUMENT IS DOUBLE SIDED

| Town | Location | Property Description | Specification | Signatures Required |
|-------------|------------------------------|--|---|--|
| West Linton | St Andrews Close EH46 7HU | 2 stairs Nos: 2-16 18-32 | Fortnightly clean. Brush clean and mop internal stairs and communal passageways on each landing. Clean to include the removal of dirt and grime from handrails and window ledges. Remove any cobwebs from corners, ceilings and windows. | 1 signature from tenant of each stair. |