

**{Your address}**  
**{City, State, Zip}**

**{Date}**

**{Recipient}**  
**{Recipient's address}**  
**{City, State, Zip}**

To Whom It May Concern:

I completely recommend \_\_\_\_\_ for all your cleaning needs. I have been using their services for several years now, and I have never been disappointed in either the quality of the work or the amount I've paid.

\_\_\_\_\_ and his team are dedicated and professional. They arrive on time for scheduled appointments, and they always have the proper materials to get a job finished. And, most importantly for a cleaning crew, the place actually feels clean when they're done. What's more, they're quick about it, so you never feel like you're waiting around for the cleaners to be done.

\_\_\_\_\_ is easily the best cleaning company around. If you'd like a clean home or office, they should be your first choice every time.

Sincerely,

**{Name}**