



**NCCS** Inc.  
**North Coast Cleaning Services**  
*The Green Cleaning Specialists*

PO Box 177, Eureka, CA. 95502 707 269-0838 office 707 269-7034 fax

January 15, 2019

Elaine Foote  
8935 Oak Trail Dr.  
Santa Rosa, CA 95409

Dear Client,

RE: 404 H St., Eureka, CA

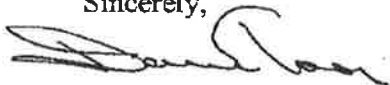
I want to take this opportunity to thank you for your business and consideration. I deeply value our relationship and hope that it will continue in the future.

I have been reluctant to increase rates during the last few years because of the challenging economic times. However, as the recovery moves forward I am now faced with the reality of changing our rates. There are many factors related to the change: (2) minimum wage increases, liability insurance, workers compensation insurance, California Paid Sick Leave, Social Security taxes and State Disability insurance as well as supply costs.

It has been 7 years since your last rate increase. After reviewing the costs associated with your account, I found that I need to request an increase of **\$89 per month** for the regular monthly service. The new rate for your monthly service would be **\$834**. I propose that the increase takes effect on **February 1, 2019**.

If you believe that this increase will negatively affect our relationship, please contact me as soon as possible so we can discuss any concerns you may have. My top priority is to continue as your service provider. Thank you.

Sincerely,



Dave Toor  
Director

# ELAINE FOOTE



8935 Oak Trail Drive  
Santa Rosa, CA 95409  
707-529-2945  
elaine-foote@sbcglobal.net

March 4, 2019

County Of Humboldt  
Public Works ( Tom Deage)  
Real Property Division  
1106 Second Street  
Eureka, CA 95501-0579

Tom Deage,

I have enclosed the cleaning invoice for 404 H Street, Eureka from NCCS Inc. and as we discussed in January, this increase would be adjusted to my current lease payment. Please send me a check for February and March for \$178.00.

*Thank you,  
Elaine Foote*

Elaine Foote



**NORTH COAST CLEANING SERVICES, INC.**

**Invoice**

P. O. Box 177  
 Eureka, CA 95502  
 (707) 269-0838

Date	Invoice #
2/28/2019	75261

<b>Bill To</b>
Elaine Foote 8935 Oak Trail Dr. Santa Rosa, CA 95409

P.O. No.	Terms	Project
	Net 10	

Quantity	Description	Rate	Amount
1	February Monthly Cleaning Service - 3 's/week - Effective 3/7/12 REF: 404 H St., Eureka, CA NOTE: Price Increase Effective 2/1/19	834.00	834.00
<b>Total</b>			<b>\$834.00</b>