



North Coast Cleaning Services
The Green Cleaning Specialists

PO Box 177, Eureka, CA. 95502 707 269-0838 northcoastcleaning.com

February 29, 2020

Elaine Foote

RE: 404 H St. Eureka

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.

Due to the mandatory State Minimum Wage increase on 1/1/20 as well as increased payroll taxes and insurance, I find it necessary to request a monthly increase of \$50 for your janitorial service. The new rate for your monthly service would be \$884.

I propose that the increase take effect with your month end invoice in March.

If you believe that these increases 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

MAR 05 2020

ELAINE FOOTE



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

March 3, 2020

Tom deAge
Sr. Real Property Agent
1106 Second Street
Eureka, CA 95501

Dear Tom deAge,

Enclosed is a notice for increase in Janitorial service at 404 H Street, Eureka, CA. I mailed you a notice for Janitorial Service at the above address for January 1, 2019 for \$89.00 per month making the total monthly charge \$834.00. The County of Humboldt still owes me \$1,068.00 for 2019 and \$178.00 for 2020. As of 03/01/2020 the amount will be \$884.00. I believe this is not part of Lease amount but Janitorial Service. Total amount due as of 2/29/2020 \$1,246.00.

Thank you.

A handwritten signature in blue ink that reads "Elaine Foote". The signature is fluid and cursive, written over a light blue horizontal line.

Elaine Foote



NORTH COAST CLEANING SERVICES, INC.

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

Invoice

| | |
|-----------|-----------|
| Date | Invoice # |
| 2/29/2020 | 78716 |

| |
|--|
| Bill To |
| 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 IN CONTRACT WORK COMPLETED Annual Strip & Wax hard surface floors - Completed 2/14/20 NOTE: Price Increase Effective 2/1/19 | 834.00 | 834.00 |
| | | Total | \$834.00 |