



Greetings,

I am writing to reiterate the important information for our current and future customers and provide reassurance that we will support you in any way during this challenging time.

The first step to a healthy environment is *regular cleaning*, but it also takes routine hand washing and continual disinfecting of commonly high-touched surfaces to fight against germs and viruses. Between your vigilant hygiene habits and our thorough cleaning processes, we can team up to help fight illnesses and keep your business healthy through every season.

Reducing germs and bacteria in your workplace takes on particular importance this time of year. **We are proud to use a disinfectants that kill the Coronavirus (COVID-19)** and is approved under the EPA's Emerging Viral Pathogen Guidance. While in your workplace, we sanitize and disinfect commonly high-touched areas, including light switches, railings, door handles and knobs, phone receivers, conference room tables, and all bathroom surfaces, before our regular cleaning procedures.

**The health and welfare of our customers and employees is always a top priority.**

- Our teams wear disposable gloves and shoe covers while in workplaces.
- We have transitioned to disposable cleaning cloths.
- Our vacuums and vacuum attachments, cleaning tools, and buckets are disinfected between workplaces and each night.
- Our teams are provided with antibacterial hand sanitizer between workplaces. Also, all interior surfaces of the teams' cars are disinfected each evening.
- In your workplace, our team disinfects light switches, railings, doorknobs, telephones, all bathroom surfaces, and other commonly high-touched areas with our EPA registered disinfectant.
- Our offices are following proper guidelines from the [CDC](#) and [WHO](#) on workplace preparedness and employee safety, including ensuring a clean and hygienic workplace.

**Together as a team, we'll keep your environment clean and stop the spread of germs.**

Follow these tips from the CDC to help prevent the spread of the seasonal flu and respiratory diseases like Coronavirus (COVID-19):

- Avoid close contact with people who are sick.
- Cover your cough or sneeze with a tissue, then throw the tissue in the trash.
- Avoid touching your eyes, nose, and mouth.
- Clean and disinfect frequently touched objects and surfaces.
- Stay home when you are sick, except to get medical care.
- Wash your hands often with soap and water for at least 20 seconds.

Should you have any additional questions or concerns, please feel free to give us a call at 413-593-6468 or by email at [info@americanteamcleaning.com](mailto:info@americanteamcleaning.com)

We thank you for your continued support , and we will continue to keep you informed as we take additional action.

Bill Van Zandt  
President, Co-Founder, American Team Cleaning Services, Inc.