

## CONCIERGE AND OPTIONAL SERVICES

Our team at the Community wants your stay with us to be exceptional. Below is a list of services that we can arrange for you at your request. If there is a service that you desire that is not listed, please contact the Executive Director and we will make every effort to provide or arrange for the requested service.



### DAILY/WEEKLY SERVICES

#### COFFEE & NEWSPAPER \$10/DAY

Cost is per day & includes the cost of local paper. Delivered daily at your preferred morning time. Ask your Executive Director for specialty newspapers.

#### WEEKLY HOUSEKEEPING \$50/HOUR

Additional weekly lite housekeeping to include vacuuming, mopping, countertops, dishes, dusting, and bathroom cleaning.

#### WEEKLY LAUNDRY \$10/LOAD

For residents that need assistance with washing, drying, and folding laundry.

### MEAL SERVICES

#### MEAL DELIVERY \$12/MEAL

For those requesting assistance in arranging for meal ordering and delivery from a local restaurant to their apartments. Request service in writing.

#### MEAL PREPARATION \$50/MEAL

Let our staff prepare your breakfast, lunch, or dinner in your apartment. We'll arrange to have it ready for you. Purchase of ingredients is not included.

#### SPECIAL EVENTS VARIES

Let us help you throw a birthday or anniversary party for your loved one. Cost varies depending on the menu and size of party.

### SPECIAL OCCASIONS

#### FRESH FLOWER DELIVERY \$50/WEEK

We'll arrange for a fresh flower arrangement to be delivered to your resident's apartment weekly.

#### PERSONAL GIFT SHOPPING \$50/HOUR

May include personal shopping that you need, or gift buying for a family member. You provide the list and we'll take care of the rest.

#### RUNNING ERRANDS \$50/HOUR

Our team will run errands to local businesses, e.g., dry cleaners, grocery store, post office, etc. Applies to ordering supplies, supplements, etc.

#### OTHER \$50/HOUR

Contact the Executive Director to arrange for requested services not listed.

#### COMPANION/SITTER \$50/HOUR

For residents who wish to have a personal caregiver with them on a one-on-one basis or to have an escort to medical appointments, shopping trips, etc.

#### LETTER WRITING \$50/HOUR

Get assistance opening, reading, and responding to mail. We'll write handwritten letters on your behalf to the recipients of your choice.

#### APARTMENT CLEANING VARIES

Extensive apartment cleaning that includes: walls, baseboards, windows, bathroom, refrigerator, microwave, sinks, cabinets/closets, vacuum and shampooing carpets.  
Studio Cleaning - \$200  
One-Bedroom - \$300  
Two-Bedroom - \$400

I agree to pay the charges listed above, if I choose to receive any of the concierge services listed. All hourly service fees will be charged at a minimum for one-full hour. These services will be documented on my service log. I understand that I have the right to change or stop these services with written notice to the Community.

DATE: \_\_\_\_\_ RESIDENT: \_\_\_\_\_

DATE: \_\_\_\_\_ RESPONSIBLE PARTY: \_\_\_\_\_

DATE: \_\_\_\_\_ EXECUTIVE DIRECTOR: \_\_\_\_\_