



EXECUTIVE SHINE SERVICES LLC

PROFESSIONAL CLEANING & PROPERTY
SOLUTIONS

LET YOUR SPACE SHINE

WELCOME

Dear Valued Client,

Thank you for considering Executive Shine Services LLC for your professional cleaning needs. We are honored to introduce ourselves and share what makes our company a trusted partner in creating clean, healthy, and welcoming environments across Delaware, Maryland, Virginia, southern New Jersey, and southern Pennsylvania.

Executive Shine Services was founded on a shared vision: to deliver cleaning services with a standard of excellence that reflects professionalism, attention to detail, and genuine care. As a minority and women-owned business, we take pride in not only meeting expectations—but exceeding them—through consistent, tailored solutions for commercial spaces, offices, vacation rentals, and more.

Whether you're managing a busy property portfolio or preparing your space for guests, you can trust our team to provide thorough, efficient, and flexible service—every single time.

We look forward to working with you and becoming your go-to cleaning partner. Let's build something spotless together.

Warm regards,

Valyncia Jefferson, Nakia Trader, and Laketa Trader Founding Partners
—Executive Shine Services LLC



EXECUTIVE
SHINE SERVICES, LLC

MISSION | VISION | VALUES



Our Mission

To deliver exceptional cleaning services that enhance the quality, comfort, and safety of every space we serve with professionalism, precision, and a personal touch.



Our Vision

To be the trusted leader in commercial and vacation rental cleaning across Delaware, Maryland, Virginia, Southern PA & NJ known for reliability, care, and consistent results.

Our Core Values



Integrity

We do what's right, even when no one's watching.



Reliability

On-time, every time. No excuses.



Excellence

We deliver spotless results and strive for continuous improvement.



Respect

For our clients, their property, and our team.



Flexibility

Cleaning solutions tailored to each client's needs and schedule.



EXECUTIVE
SHINE SERVICES, LLC



MEET THE EXECUTIVE SHINE TEAM!

Leadership with Integrity. Service with Excellence.



**Laketa
Trader**

*Co-Owner /
Quality Control
Manager*



**Valyncia
Jefferson**

*Co-Owner /
Finance Manager
& Co-Compliance
Manager*



**Nakia
Trader**

*Co-Owner,
Managing Partner
& Operations
Manager*

**EXECUTIVE
SHINE SERVICES, LLC**

SERVICE AREA & CONTACT INFO



Coverage Areas:

- Kent County, DE
- Sussex County, DE
- New Castle County, DE
- Delaware Beaches
- Maryland **and** Virginia
- Southern Pennsylvania
- Southern New Jersey

Let's Connect:

- Need a quote, have questions, or ready to book?
- ☎ (302) 217-6555
- ✉ contact@execshine.com
- 🌐 www.execshine.com

Business Hours:

Monday - Sunday | 8:00 AM - 8:00 PM

Follow Us:



One Call Cleans It All

Let Executive Shine Services take the stress out of cleaning so you can focus on what you do best.

EXECUTIVE
SHINE SERVICES, LLC



COMMERCIAL CLEANING

- Routine Office Cleaning
- Lobbies & Common Areas
- Restrooms & Breakrooms
- Dusting & Surface Cleaning
- Floor Care & Maintenance



OFFICE CLEANING

Desks, Chairs & Workstations

Phones, Keyboards & Monitors

Trash Removal

Dusting of Surfaces

Vacuuming & Mopping

Break Rooms & Restrooms

OUR COMMERCIAL PRICING



Every company is unique, and we offer customized pricing to meet your specific needs

☎ (302) 217-6555

Commercial Cleaning (Hourly)

Up to 1,500 sq. ft (1 hour) - \$180
1,500–3,000 sq. ft (3 hours) - \$300
3,000–5,000 sq. ft (5 hours) - \$450
5,000–10,000 sq. ft (7 hours) - \$700
10,000–20,000 sq. ft - Custom quote

Commercial Deep Cleaning

Up to 1,500 sq. ft (1.5 hours) - \$300
1,500–3,000 sq. ft (3 hours) - \$450
3,000–5,000 sq. ft (5 hours) - \$760
5,000–10,000 sq. ft (7 hours) - \$1,200
10,000–20,000 sq. ft - Custom quote

Commercial & Office Cleaning Overview

Create a spotless, welcoming environment for your clients and employees. Our comprehensive cleaning covers dusting and disinfecting high-touch surfaces, floor care (vacuuming and mopping), trash removal, and interior glass cleaning. Break areas are kept sanitary and stocked, while restrooms receive deep disinfection and odor control.

We also offer spot cleaning, meeting room sanitation, air freshening, and scheduled deep floor care — all designed to support a clean, professional image that reflects the quality of your business.

**EXECUTIVE
SHINE SERVICES, LLC**

OUR OFFICE PRICING

SERVICE FREQUENCY	DURATION PER VISIT	PRICE	NOTES
Weekly Cleaning	2 hours	\$150	Standard service – light cleaning & trash removal
Biweekly Cleaning	2 hours	\$170	Great for low-traffic offices
Monthly Deep Cleaning	2.5 hours	\$225	Includes windows, baseboards and high-touch areas Ideal for moderately busy spaces Best for high-traffic or public-facing environments
Twice a Week Cleaning	2 hours per visit	\$280/week	
Daily Cleaning (Mon–Fri)	1.5 hours per visit	\$625/week	



POST-CONSTRUCTION CLEANING SERVICES

Post-Construction Cleaning is designed to make your newly built or renovated space move-in ready—fast. We take the mess out of your success by removing dust, debris, and leftover materials with precision and care. From detailed floor-to-ceiling cleaning to spotless windows and polished surfaces, we ensure every corner reflects the quality of your project.

- Dust and debris
- Floors
- Windows and glass
- Fixtures and appliances

Post-Construction Cleaning

Up to 1,500 sq ft: \$225 (2hrs)

1,500–3,000 sq ft: \$375 (3.5hrs)

3,000–5,000 sq ft: \$525 (5hrs)

5,000–10,000 sq ft: Custom Quote (6+ hrs)

MOVE-IN/ MOVE-OUT CLEANING

- Clean and disinfect all rooms
- Dust baseboards, shelves, fans
- Vacuum and mop floors
- Clean inside cabinets, drawers
- Scrub showers, tubs, sinks, toilets
- Clean kitchen countertops, backsplashes
- Clean inside oven, refrigerator, microwave
- Remove trash and cobwebs
- Wipe window interiors doors

POST- CONSTRUCTION CLEANING

- Remove dust for a clean interior
- Vacuum and mop all flooring
- Wipe down walls and baseboards
- Clean doors, trim, light fixtures
- Clean windows, incl. tracks, frames
- Dust vents, duct openings, outlets
- Clean inside cabinets and closets
- Clean and sanitize bathrooms
- Remove stickers and debris



VACATION RENTAL CLEANING SERVICES

At Executive Shine Services, we help property owners maintain a five-star guest experience with professional turnover cleaning. Serving Delaware and Maryland, we specialize in

- Full Turnover Cleaning (Bedrooms, Bathrooms, Kitchen & Living Areas)
- Linen & Towel Reset
- Restocking Toiletries (upon request)
- Trash Removal & Supply Check
- Spot-Checking Walls, Windows & Appliances
- Same-day or Next-day Scheduling Available
- Photo Confirmation After Each Clean
- Fully Vetted, Uniformed Team

Vacation Rental Cleaning

Studio/1BR: \$90 (1 hr)

2BR: \$120 (1.5 hrs)

3BR: \$150 (2 hrs)

4+ BR: \$200 (3 hrs)

OUR RESIDENTIAL CHECKLIST



Full-Service Residential Cleaning Checklist

Covers: Move-In/Move-Out, Vacation Rentals, & Post-Construction Cleaning



General Areas (All Services)

- ☐ Dust surfaces: baseboards, fans, vents, lights
- ☐ Disinfect switches, handles, doors
- ☐ Clean walls, remove cobwebs
- ☐ Windows, sills, and mirrors cleaned
- ☐ Vacuum, sweep, and mop floors
- ☐ Trash removal and basic tidying
- ☐ Closet/shelf wipe-down
- ☐ Vacation rentals: Reset staging/setup
- ☐ Post-construction: Remove dust, paint, stickers



Kitchen

- ☐ Clean/disinfect counters, backsplash
- ☐ Wipe inside/outside of cabinets and drawers
- ☐ Clean all appliances (in & out)
- ☐ Scrub sink, mop floor
- ☐ Vacation rentals: Load dishes, restock essentials
- ☐ Post-construction: Polish new surfaces



Bathrooms

- ☐ Clean/disinfect toilet, tub/shower, sink
- ☐ Sanitize counters, mirrors, fixtures
- ☐ Wipe cabinets inside/out
- ☐ Vacation rentals: Refill toiletries, replace towels
- ☐ Post-construction: Remove paint/grout dust



Bedrooms & Living Areas

- ☐ Dust furniture, décor, headboards
- ☐ Vacuum under beds/furniture
- ☐ Vacation rentals: Change linens, reset layout
- ☐ Post-construction: Clear sawdust/debris



Final Checks

- ☐ Ensure all areas meet cleaning standards
- ☐ Remove trash and equipment
- ☐ Report issues or damage
- ☐ Lock up if needed

**EXECUTIVE
SHINE SERVICES, LLC**

RESIDENTIAL DEEP CLEANING PACKAGES

Essential Deep Clean \$299 | 2.5 Hours

Light Dirt Include:

All bathrooms, kitchen and common areas

Premium Deep Clean \$399 | 3.5 Hours

Includes all Essential Deep Clean include:

Kitchen, bathrooms, and common areas detail cleaning

Executive Deep Clean \$599+ | 5+Hours

Heavy Grime or Pet Hair:

Designed for neglected spaces or severe buildup, includes

Washing high-touch walls, tile & grout, and cabinet fronts

Grease-grime removal.



SPECIALTIES AND ADD-ON SERVICES

Enhance Your Shine - Tailored Services for Every Need!

Our add-on services are designed to provide an incredible level of care, whether you manage an office or a luxury vacation rental. Choose from a variety of options to customize your cleaning experience and target problem areas with precision.

Available Add-On Services

After-Hours Fee (8 PM–11 PM)	15 minutes	Inside Oven Cleaning	30 minutes
Air Vent Cover Wipe-Down	15 minutes	Inside Refrigerator Cleaning	60 minutes
Baseboard Cleaning	30 minutes	Interior Wall Spot Painting (Touch-Up)	30 minutes
Blinds and Shutters Cleaning	45 minutes	Interior Window Cleaning (Up to 10 Windows)	60 minutes
Carpet Cleaning	60 minutes	Laundry and Linens	30 minutes
Ceiling Fan Cleaning	15 minutes	Light Switch and Electronics Disinfection	15 minutes
Debris Removal (Light)	30 minutes	Move-In/Move-Out Cleaning (Extra Deep Clean)	60 minutes
Deep Disinfection for Health and Safety	45 minutes	Patio/Porch Clean-Up	30 minutes
Extra Bathroom	25 minutes	Pet Hair Removal	25 minutes
Extra Deep Clean (Severe Conditions)	90 minutes	Pet Odor Treatment	30 minutes
Garage Sweep and Debris Clean-Up	25 minutes	Stair Cleaning (1 Flight)	30 minutes
Grill or Outdoor Furniture Wipe-Down	30 minutes	Stair Cleaning (5+ Flights)	45 minutes
Heavy Duty Scrubbing	30 minutes		

CUSTOMER TESTIMONIALS



Warrick Nokes

1 review



I reached out to Executive Shine Services (ESS) last minute for a deep clean of our corporate office, and they absolutely delivered. Their team was professional, responsive, and efficient the right time. Despite the short notice, they did a thorough job-every nook, corner, and common area was spotless. You could tell they take pride in their work. It made a strong impression on our staff and clients the next day. I highly recommend ESS for any business needing reliable, high-quality cleaning services-especially when time is tight.



iamKeyuh

Local Guide · 12 reviews · 6 photos



Executive Shine Services did an amazing job cleaning my parents home from top to bottom. The team was punctual, professional, and incredibly thorough. They went above and beyond every detail. Leaving the house spotless and fresh. My parents were so impressed with how clean and organized everything looked-it truly made a difference. I'm grateful for their hard work and care, and I highly recommend ESS. to anyone needing reliable and high-quality home cleaning services!



RootedInFaith

1 review



I recently hired Executive Shine Services for a deep cleaning, and I was beyond Impressed with their attention to detail and professionalism. The team arrived on time, worked with care, and made my space feel brand new.



Stephen D.



I had requested a deep cleaning of my house and the team delivered. I'm very happy with the effort and professionalism of the cleaning team. They were friendly, and dedicated workers. I can't believe how well they cleaned my house. My stove looks like it's brand new and the house looks wonderful.



CAPABILITY STATEMENT

Executive Shine Services LLC is a woman and minority-owned business based in Delaware. We specialize in quality commercial cleaning services for clients across various industries.

Core Competencies

- Office cleaning
- Floor care
- Restroom sanitation
- High-dust cleaning
- Move-in/move-out cleaning
- Deep cleaning services

Differentiators

- Attention to detail
- Eco-friendly practices
- Trained and dedicated staff

Nakia Trader

Managing Partner/Operations Manager

302-217-6555

contact@execshine.com



COMPANY VIDEO

CAGE code 11G30
DUNS 08-123-1234
NAICS code 561720
561740

Woman and Minority-Owned Small Business

Past Performance

- Office Cleaning
- Floor maintenance
- Cleaning Services

541713 Facilities Support
Services

CERTIFICATIONS, INSURANCES & BUSINESS LICENSES

Fully Registered. Fully Protected. Ready to Serve.

BUSINESS CREDENTIALS

- Business Name: Executive Services LLC
 - Entity Type: Limited Liability Company (LLC)
 - Established: Magnolia, DE
 - Operating Regions: Delaware & Coastal Maryland
 - Active – State of Delaware
-

CERTIFICATIONS

- Minority-Owned Business
- Women-Owned Business
- Insured for General Liability & Property Lamage
- Cleaners Bonded Covered by Occupational Risk

*Additional certifications **pending registration** through state & local vendor portals.*

INSURANCE COVERAGE

- General Liability Insurance
- Property Damage Coverage
- Workers' Compensation Compliance
(if applicable by state requirement)
- Bonded Cleaning Teams

**EXECUTIVE
SHINE SERVICES, LLC**

LET'S WORK TOGETHER

We love collaborating with:

- Property Managers
- Real Estate Professionals
- Contractors
- Office Administrators
- Short-Term Rental Hosts

Why Partner with Executive Shine Services?

- Reliable & professional staff
- Custom invoicing options
- Uniformed team with ID badges
- Discounts for recurring service contracts
- Clear communication and follow-up

**Let's build a spotless partnership.
Contact us to get started!**



EXECUTIVE SHINE SERVICES, LLC

PROFESSIONAL CLEANING & PROPERTY SOLUTIONS

Contact Us

Need a quote, have questions, or
ready to book?

☎ (302) 217-6555

✉ contact@execshine.com

🌐 www.execshine.com

Ebooklet



Business Hours:

Monday - Sunday | 8:00 AM - 8:00 PM



Website



Licensed, Insured & Bonded | Minority & Women-Owned Business
100% Satisfaction Guarantee