



Anjill's Property Maintenance Services LLC

Vendor Application & Agreement

Manager: Anjill's Property Maintenance Services LLC

Address: 3528 Hanks Street, Sacramento, CA 95827

Phone: 916-553-1361 | 916-380-1032

Email: anjilspms@gmail.com

Contact Person: Angelese Calderon, Owner

SECTION 1 – Company Information

Legal Business Name: _____

DBA (if applicable): _____

Business Address: _____

City/State/ZIP: _____

Business Phone: _____

Website: _____

Contact Person: _____

Title: _____

Email: _____

SECTION 2 – Contractor Information

- **Type of Services Provided:**

- ☐ General Maintenance

- ☐ Landscaping / Lawn Care

- ☐ Cleaning / Janitorial

- ☐ Painting

- ☐ Handyman Repairs

- ☐ Other: _____

- **Do you provide your own materials?** ☐ Yes ☐ No

- **Do you have liability insurance?** ☐ Yes ☐ No – If yes, attach copy.

- **Do you have required licenses?** ☐ Yes ☐ No – If yes, list license #:

 - **Do you carry Workers' Compensation Insurance?** ☐ Yes ☐ No
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SECTION 3 – Agreement Terms

1. Scope of Work

Contractor will provide all labor, materials, and equipment necessary to perform agreed services for residential and/or commercial properties managed by Anjill's Property Maintenance Services LLC on behalf of property management companies.

2. Payment Protocol

- o All payments will be routed **exclusively** through Anjill's
- o No direct payment from homeowners/investors may be accepted without **prior written authorization** from Anjill's .
- o Any violation of this policy is considered a **breach of agreement** and may result in immediate termination from our vendor list.

3. Trip/Diagnostic Fees

- o Vendor must notify the Anjill's **before** dispatching personnel if any trip or diagnostic fees will apply.
- o Failure to provide prior notice may result in the management company not covering the fee.

4. Communication

- o All communications regarding work orders must go through the designated (via email, phone, or approved project management system).
- o Any agreements made over the phone must be confirmed in writing (email or other approved medium).

5. Compliance & Conduct

- o Contractor must adhere to all company policies, timelines, and service quality standards.
 - o Failure to follow protocols or repeated service issues may result in termination from the vendor list.
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SECTION 4 – Certifications & Acknowledgements

By signing below, the Contractor acknowledges they have read, understood, and agree to the terms outlined in this Vendor Application & Agreement.

Contractor Name: _____

Title: _____

Signature: _____

Date: _____

Required Attachments:

- ☐ W-9 Form
 - ☐ Copy of Business License(s)
 - ☐ Proof of Insurance (Liability & Workers' Comp, if applicable)
 - ☐ List of References
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SECTION 2 – Contractor Information

Type of Services Provided (check all that apply):

- ☐ General Maintenance
- ☐ Landscaping / Lawn Care
- ☐ Cleaning / Janitorial
- ☐ Painting
- ☐ Handyman Repairs
- ☐ Window Cleaning
- ☐ Gutter Cleaning
- ☐ Trash-Hauling
- ☐ General Contracting
- ☐ Tree Removal & Trimming
- ☐ Drywall Installation/Repair
- ☐ Floor Installation
- ☐ Carpet Cleaning
- ☐ Carpet Installation
- ☐ Carpet Repairs
- ☐ Appliance Repairs
- ☐ Pool Maintenance
- ☐ Pool Repairs
- ☐ Roofing
- ☐ Solar Panel Cleaning
- ☐ Window & Screen Repair/Installation
- ☐ Other: _____

Do you provide your own materials? ☐ Yes ☐ No

Do you have liability insurance? ☐ Yes ☐ No – If yes, attach copy.

Do you have required licenses? ☐ Yes ☐ No – If yes, list license #: _____

Do you carry Workers' Compensation Insurance? ☐ Yes ☐ No
