

## Information on customizing and personalizing templates

Below are the options for customizing and personalizing your templates that CleanCalculator generates documents from.

**NOTE:** During your 14-day trial period on CleanCalculator, you will not have access to the templates. The templates will only be active if you choose to continue on a permanent agreement.

Merge code	Value/content	Description
<b>Customer information</b>		
customerName	New Customer Name	Customer name
customerAttention	New Contact Name	Customer's contact person
customerAddressLineX	12a, New Customer Road	X = line number, eg 1 is the first line of the address. Only the lines 1-3 exists
customerCI	U74140DL2014PTC27262	Customer's CI no.
customerEANNo	5798006619498	Customer's EAN no.
customerEmail	newcu@mail.com	Customer's email address
customerTelephone	+44 7911 123456	Customer's phone no.
<b>Company information</b>		
cleaningCompanyName	CleanCalculator	Company name
cleaningCompanyAddressLineX	12a, New Customer Road Charlestown, Manchester, Greater Manchester, M1 1AA	X = line number, eg 1 is the first line of the address. Only the lines 1-3 exist
cleaningCompanyCI	U74140DL2014PTC27262	The company's CI no.
cleaningCompanyEmail	contact@mail.com	The company's email address
cleaningCompanyPhone	+44 7911 123456	The company's phone no.
<b>User information</b>		
userEmail	pmm@cleanmanager.dk	User email
userPhone	60950348	User phone
userFirstname	Peter	User first name
userSurname	Mørk	User surname
userTitle	Sales employee	User title
<b>Offer information</b>		

todaysDate	28/07/2021	Document creation date
offerType	Commercial cleaning	The offer type from the offer basis
offerDate	02/06/2021	Offer basis creation date
roomlist		Room list
roomlistWithoutSqm		Room list without square meters
roomlistSplitProgramWithoutSqm		Room list split program without square meters
roomlistSplitProgram		Room list split program with colors
cleaningNumberOfDaysPerWeek	5	Number of cleaning days per week
cleaningNumberOfDaysPerYear	252	Number of cleaning days in a year
totalSqm	98.45	Total sqm in the offer
extraTimePerVisit	5.0	Hours for extra tasks
extraTasksDescription	Emptying the washing machine.	Text for adding extra task description
periodicWorkPerMonthDescription	no expected additional hours.	Periodic work per month description
periodicWorkPerMonth	0.0	Periodic work per monthly hours
monthMaterialDescription	List of necessary cleaning products	Monthly material expense description
otherExpenditureDescription	Rental of floor polisher machine	Description field for other expenses per month
calculateTimePerVisitDescription	Cleaning planned to take place outside regular opening hours.	Description field for estimated time per visit
price1 to price10	0.00	Custom price fields based on master data on the offer.
<b>Offer prices</b>		
cleaningPricePerMonth	400.00	The price per month
exteriorWindowCleaningPricePerMonth	88.00	Exterior window cleaning price per time
interiorWindowCleaningPricePerMonth	44.00	Interior window cleaning price per time
interiorGlassPricePerMonth	33.00	Price for internal glass per time
windowCleaningDescription	Description of tasks. This text gets included in the offer.	Text to describe the window cleaning tasks

In addition, it is also possible to make use of Word's own merge fields, header and footer, page numbers and more.

It is also possible to have one's logo inserted in the templates. If you want your templates customised, please contact our customer support.