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If We Don't Service Our Clients Properly, Someone Else Will!

There is always another company waiting
in the wings to take over if we don't service
our clients up to the standards they expect.

OFFICE NUMBERS

Saginaw.....	989-752-2424
Flint.....	810-733-2424
Bay City.....	989-684-2424
Caro.....	989-672-2424
Midland.....	989-633-2424
Mt. Pleasant.....	989-779-2424
Toll Free.....	800-588-2424
Timekeeping.....	989-752-TIME (8463)
Backup.....	989-752-JOBS (5627)
Timekeeping.....	or 888-413-JOBS (5627)

CALL CENTER

989-776-5555 ~ To leave a message for
a "Markey Maintenance Supervisor"

www.abmservice.com

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INTERNATIONAL HOUSEKEEPERS WEEK

September 11-17, 2011

Markey Maintenance Services, Inc. would like to let all of our staff know how much we value their professional skills and hard work, not just during Housekeepers Week, but each and every day you are on the job. You play a vital role in serving the needs of our customers. Without you, there would not be an Absolute! Building Maintenance, Educlean Services or Medi+Clean Environmental Housekeeping.

Thanks to all of you for the pride that you take in a job well done! Watch for your supervisor to bring you a special "Thank You" gift!

Congratulations!

*Congratulations to
Rebecca Kindel on the recent
birth of her grandson!*

*Daeryis Ortiz Cruz was born
on July 26th, 2011.*

*Laura Ingham is also a
recently new grandmother!
Isabel Guadalupe Ingham
was born on August 11, 2011.*

*Congratulations,
Becky and Laura!*

GET YOUR FLU SHOT!

Did you forget to get your flu shot last year?
Did you get sick? We would like to eliminate
the opportunity for you to forget.

Once again, we will be offering flu shots to all
MMSI associates. The shots will be given on
October 20th, from 4-5 p.m. The cost to you
will be \$10.00 and the remaining \$15.00 will be
paid by MMSI to insure that we have healthy
associates this flu season.

As in the past, your cost for the shot will
be deducted from your paycheck as a payroll
deduction.

**If you would like to receive a flu shot you
must sign up for it in advance as requested
by Covenant.** Please call Monica at the office
at (989)752-2424.

NEW ACCOUNTS

Markey Maintenance Services, Inc. has been awarded
the cleaning contract for the following new account.

- Garber Pre-Owned in Saginaw



Our Service Divisions:

We're Proud Members of:

ACCOUNT ETIQUETTE

Definition of the word Etiquette – 1. the forms, manners, and ceremonies established by convention as acceptable or required in social relations, in a profession, or in official life 2. the rules for such forms, manners, and ceremonies.

As employees, we should conduct ourselves on the job site with the utmost etiquette. Manners and our conduct are just as important as performing the finest service for our clients. The first impression that we make on people is by our personal conduct; how we handle ourselves and communicate with others.

Do...be polite, courteous, respectful and honest.

Don't...use profanity, be rude, disrespectful or impolite.

Keep a few thoughts in mind when at the job site. Many of our clients have hidden cameras in the accounts. We have viewed tapes of previous employees doing inappropriate actions such as using the client's computers. Do you know that they can tell us how long you were on the computer and what sites you visited? If you use the clients fax machine they will know what was faxed, when it was faxed and where it was faxed to. Most fax machines have a memory and will hold the information for several days. When you use the clients phone for personal calls this can also be traced back to the user.

If your identification number is twenty-seven sixteen call the office by noon on September eighth to claim your prize.

Please treat our clients the same way you want to be treated; with respect, politeness, courtesy, etc.



Fall will soon be here and the temperature will get cooler. When the temperature gets cooler that's when we want the warm sweatshirts. Now is the time to get a handle on the cold and order you're A!BM, Educlean or Medi+Clean sweatshirts.

If you would like to order a sweatshirt you need to call the office and let us know what size, color (maroon-A!BM, green-Educlean, or red-Medi+Clean) and the quantity. Just like regular uniforms, when the sweatshirts come in we will do a payroll deduction for them.

Don't miss out this year. Call today!

TIME FOR A WITHHOLDING CHECKUP

The W-4 you have on file determines how much money is withheld from your paycheck for income taxes. The amount is determined by how many dependents you claim.

If your identification number is twenty-three fifty call the office by noon on September eighth to claim your prize.

The most obvious reason to make a new W-4 is because you have fewer or more dependents, but there are other reasons.

1. If you paid a big tax bill this year, you probably had income from other sources, but income tax is supposed to be on a pay-as-you-go basis. You could face underpayment penalties if you don't report the extra income regularly.

One way to avoid the penalty is to increase your withholding so an additional amount is deducted from each paycheck. You can also avoid penalties by paying estimated taxes every quarter, but it's easier to increase your withholding, according to experts at TurboTax.

2. If you had a big tax refund, you have to ask yourself if it would be better to decrease your withholding and invest in an interest-paying account. You can arrange an automatic deposit made from your paycheck to a savings or investment account. Or you could have it deducted from your bank account.

When you have high interest credit card bills, paying on them would be a better use of the money. The average federal income tax refund for 2010 was almost \$3,000.

3. If you converted an individual retirement account to a Roth IRA in 2010, increasing withholding will reduce the amount you have to pay when you file your 2011 tax return, according to H&R Block.

TurboTax and H&R Block tax software allows customers to determine how to adjust their withholding based on information from their 2010 tax return. The IRS offers a withholding calculator at irs.gov. You'll need a pay stub and your 2010 tax return to use it.

To increase withholding, increase your number of dependents or specify an additional amount to be withheld, such as \$25 or \$50.



Anniversaries FOR SEPTEMBER

Listed below are associates who have been employed with Markey Maintenance Services, Inc. as an Absolute! Building Maintenance, Educlean Services or Medi+Clean Environmental Housekeeping team member. We would like to congratulate these associates for their many years of service!

Raymond Feyedelem	18 years
Pamela Wascher	13 years
Frederick Kubik	12 years
Rebecca Kindel	11 years
Deirdre Riley	10 years
Martha Loubert	8 years
Pamela Barnes	4 years
Joann Keels	3 years
James Davidson	2 years
Jeremiah Price	2 years
Brandy Nash	1 year
Anett Brinkley	1 year
Samantha Garza	1 year
Mark Zimmerman	1 year
Mary Guyton	1 year
Robert Grant	1 year
Meghann Maxwell	1 year

CLEAN CLOSET AWARD

Garber Management Group in Saginaw has one of the cleanest closets! The winners for the August 15th payday's Clean Closet Award are **Mike McAllister, James Donald** and **Dawn Robinson** for their equipment closet at **Garber Management Group** in Saginaw. Director of Operations, Linda Deming nominated them for this award.

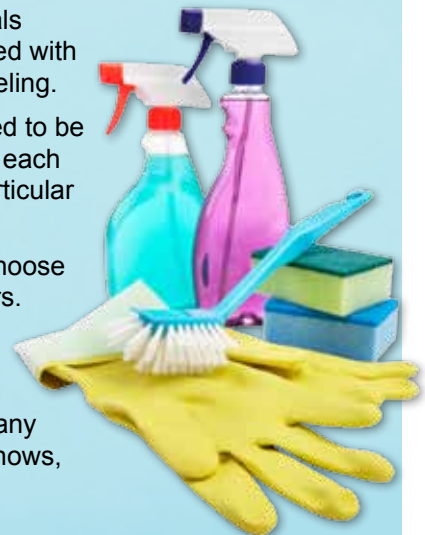
Michigan Blood on Tittabawassee Rd. in Saginaw has the cleanest closet for the August 31st payday's Clean Closet Award. The winners are **Barbara White** and **Cynthia Allen** for their equipment closet at **Michigan Blood on Tittabawassee Rd.** in Saginaw. Director of Operations, Linda Deming nominated them for this award.

Congratulations, Mike, James, Dawn, Barb and Cynthia! Keep up the good work.

When managers and supervisors visit accounts they check the appearance of the custodial closets. Some of the things they check for are:

- Vacuum bags are empty. Vacuums are dust-free, clean and wiped.
- Electrical cords are wrapped properly.
- Mops and wringers are cleaned and rinsed out.
- Sinks are scoured and faucets are clean.
- Closet floors are swept and mopped.
- Shelves are clean and neat with everything in its place.
- All containers of chemicals & spray bottles are labeled with the proper HAZCOM labeling.
- MSDS Books are checked to be sure that there is one for each chemical used in that particular account.

Each pay period, we choose an account team as winners. Team members receive a gift certificate for Little Caesar's Pizza or Meijer's! There is no limit on how many times you can win. Who knows, you could win next!



New Additions to the Family

We would like to welcome the following new associates. Thanks for joining our ranks!

Diamond Parchman

Kimberly Wessling

Brittany Clark

Sarah Gagnon

Welcome To The Family!

HEY...HAVE YOU READ YOUR NEWSLETTER LATELY?

Do you realize that hidden in the middle of any story in each Housekeeping Herald could be a message which reads: If your identification number is XXX or XXXX call the office before noon on a specific day to claim your prize?

There may be one opportunity, or as many as four, for an associate to win a \$25 Meijer gift card.

The ID#'s in the July 29th newsletter belong to April Bell, Joshua Clauss and Nicholas Fox. Unfortunately, no one called to claim their gift card!

Have you ever gotten paid to read a newsletter or the newspaper before? Here at MMSI we feel that the information that we print is important and time sensitive. Since we want you to read it, this contest is just an added incentive for you to do so.

Read on as your ID# could be hidden in one of the articles!

This is our Recipe for Success at MMSI

1. A willingness to render service when the client needs it, coupled with an ongoing search for clients in need of our service.
2. The ability to perform a menu of services to the satisfaction of the client.
3. An understanding that the client actually wants the entire service; not a refund in lieu of a non-completed portion.
4. Personal integrity manifested in a desire to live up to our promises.
5. A definite and defined market and advertising that informs potential clients of our credentials and desire to serve them.
6. Respect for all competitors.
If your identification number is twenty-six fifty-six call the office by noon on September eighth to claim your prize.
7. A system of ethical principles with regard to customers and associates.
8. Associates who can understand and honor those principles.
9. A training program that teaches our principles and methods, that results in a staff of associates that wants to, and can do the job.
10. Trained, neat, clean and uniformed associates.
11. A program that provides the proper supplies and safe, top-notch equipment to our associates, on time.
12. Clean, lettered and well maintained company vehicles.

SEPTEMBER 2011 TRAINING MEETING

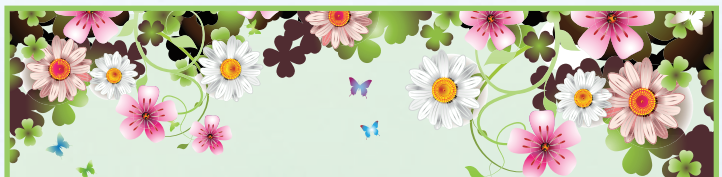
The next training meeting is scheduled for Saturday, September 10th, 2011 at 9:00 am. The subject of this meeting will be Hands On Training. In addition to Hands On Training there are three other training meetings that you must attend each year. They are Safety, Policies & Procedures, and Team Leader.

Call the office by Wednesday, September 7th to reserve your seat. You must give us a definite response that you are coming. We will not hold your spot if you just say you might come. If you reserve a seat please attend as we may have had to turn someone away because all the seats were reserved.



We would like to wish all of our associates who celebrate their birthday in June a very happy day!

Wayne Obermiller	9/05
Denise Sharp	9/07
Matthew Brewer	9/09
Corie Vallender	9/10
Monica Near	9/12
Tom Gould	9/12
Jaimee Burns	9/14
Maria Vallegos	9/15
Rebecca Burkhardt	9/16
Autumn Kanuszewski	9/17
Jane Waugh	9/18
Anita Coleman	9/21
Tiana Goodman	9/22
Edna Wymer	9/23
David Iski	9/24
Kelly Bailey	9/26
Jesusita Villegas	9/27



Our Deepest Sympathy

We would like to extend our condolences to Merrienne Spencer, Becky Kindel, Jane Waugh, Donna Laufer, Scott Yake and Bob & Jessica Cox who each recently lost a loved one. Our thoughts and prayers are with you.



Scan here with your Smartphone to view Housekeeping Herald on the web!