**  
Thank you for giving us the opportunity to find you a Nanny**

**FAMILY BACKGROUND**

Family Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Home Phone: ­­­­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Street: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Area: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_City: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

|  |  |
| --- | --- |
| Parent Name: | Parent Name: |
| Cell Phone: | Cell Phone: |
| Email: | Email: |

**Child / Children’s Names** **Gender**  **Date of Birth**

|  |  |  |
| --- | --- | --- |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

**CHILDCARE REQUIREMENTS**

**Childcare is the primary responsibility. Please describe in detail the expected duties including childcare:**

**Age preference:**

**Please describe any other requirements you may have and the type of person you may have in mind (administrative duties, running errands, grocery shopping, homework assistance, overseeing other staff, cooking etc.)**

**Housekeeping duties:**

**How many bedrooms including rooms used as an office?**

**How many bathrooms?**

**WORK SCHEDULE, SALARY & BENEFITS**

**Mon Tue Wed Thu Fri Sat Sun**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Start: |  |  |  |  |  |  |  |
| End: |  |  |  |  |  |  |  |
| Total hrs. |  |  |  |  |  |  |  |

**Travel with the family (vacations and/or weekends)?**

**Monthly/ Daily Salary Rate**:

**Is this a live in or live out position?**

**OTHER INFORMATION**

**When will you need the Nanny to start?**

**Do you require the Nanny to transport child/ren?**

**Do you have any additional information or comments that will help us make the most compatible match for you?**

**PLEASE NOTE:**

**All placement fees must be paid in full, 7 days from the date of invoice. Invoice is submitted on the date of decision to employ, not on date of commencement of employment. Should the fees not be paid Clementines Au pairs reserves the right to instruct the chosen Nanny not to commence work until such fees have been paid and POP has been emailed to us.**

**All payments to be paid directly into our account as follows:**

|  |
| --- |
| **Account Name : CLEMENTINES AU PAIRS AND NANNY AGENCY**  **Bank : FNB**  **Branch : NORTHGATE**  **Acc Number : 62834185622**  **Reference : Invoice Number** |

**DECLARATION**

I \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ hereby acknowledge and understand the above terms and conditions.

Signed at \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ on this day\_\_\_\_\_\_\_\_ of

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_2022

\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature of the applicant