

# Your Family Name

Your Address – Your City, State & Zip Your  
Phone # Your Fax #

## Loving Nannies Work Offer and Agreement

Thank you for interviewing for employment with our family. We enjoyed meeting you and wish to extend the following employment offer to you. Please review the terms and let us know if you accept this offer or have any questions.

### Family Information

Full Name: Mr. and/or Mrs. \_\_\_\_\_

Day Phone: \_\_\_\_\_ Eve Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Home Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

# of Children \_\_\_\_\_ Ages 

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

 Sex 

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

### Employee Information

Full Name: \_\_\_\_\_

Day Phone: \_\_\_\_\_ Eve Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Home Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

### Job Details and Description

What type of domestic help does our family need? (Circle one or more): Nanny | Housekeeper | Mother's Helper | Household Manager | eldercare

Living Arrangements (Circle one): Live-in | Live-out Traveling: No | Sometimes | regularly

Will you require they have a drivers license? YES | NO Driving Kids: YES | NO

Will you require they have their own car? YES | NO Shopping and errand duty? YES | NO

What is the soonest possible start date? \_\_\_\_\_



# Your Family Name

Your Address – Your City, State & Zip Your  
Phone #                      Your Fax #

## Agreement

1. Upon your acceptance of this offer, you understand that you will become a household employee and will be on the books and we will be taking out taxes accordingly.
2. Your performance will be reviewed at least every 60 days and sometimes more often if necessary. Upon satisfactory review, no raise or salary increase is implied or promised.
3. You will be privy to a great deal of personal, private, and many times confidential information being in and around our home. You expressly agree to maintain total and complete confidentiality regarding all aspects of our family's information, happenings, events, problems, financial information, personal matters, and anything else that does not directly relate to your general employment requirements. No breach of information or disclosure to anyone for any reason will ever be tolerated. If you are not sure whether some particular information would be private or not, please ask and do not disclose anything without consent to do so. Failure to maintain confidentiality will result in immediate termination.
4. Termination of employment by employer without cause will constitute a two week paid severance. If your employment is terminated with cause, no severance will apply. If you wish to terminate your employment for any reason, you agree to give no less than two weeks notice, however, we would prefer as much as four weeks if possible.

Date: \_\_\_\_\_

Nanny Signature:

By signing above you are acknowledging that you have read and understand the terms of this agreement.