



P.O. Box 1038 • Danville, CA 94526-1038
 Phone 925.743.0587 • Fax 925.743.9587

General Information - Nanny (please print)

Name: _____
 Address: _____
 City, State, Zip code: _____
 Home Phone Number: _____ Message Phone: _____
 Social security no.: _____ Date available: _____
 E-mail: _____ Desired length of employment: _____
 Do you have special needs? (If yes, please describe): _____

Position Desired:

Full-Time Live In Permanent
 Full-Time Live Out Summer Placement
 Part-Time Temporary

Are you currently employed? _____
 Number of children you would like to care for? _____

Please indicate hours you are available to work:

Mon.	Tues.	Wed.	Thurs.	Fri.	Sat.	Sun.

What is your salary range?

Monthly: Weekly: Hourly:
 From _____ From _____ From _____
 To _____ To _____ To _____

Duties you are willing to perform? (Check all that apply):

Children's rooms Laundry Vacuuming Dusting
 Master bedroom Mopping Bathrooms Misc.

Please indicate which of the following meals you are willing to prepare:

Breakfast Snack Lunch Snack Dinner Snack

Please indicate if you are willing to drive the children to the following:

To School To activities To friends' homes
 From school From activities From friends' homes

Do you mind if the family has an animal? Yes No

Are you willing to care for the animal? Yes No

CPR Certified Yes No Expiration Date _____

TB Test Yes No Expiration Date _____

Driver's License Yes No Expiration Date _____ State _____
License # _____

Insurance Policy Yes No Expiration Date _____
Company _____
Policy # _____

Passport Yes No Expiration Date _____

Early Childhood Courses (Completed):

College	Course Title	Units	Grade	Dates

Early Childhood Courses Currently Enrolled In:

College	Course Title	Units	Grade	Dates

Additional Education (High School & College):

High School/College	Location	Degree	Courses	Dates

Childcare Employment History (starting with most recent):

Employer: _____ Date started: _____
 Address: _____ Date left: _____
 City, State, Zip: _____ Reason for leaving: _____
 Phone number: _____ Leaving salary: _____
 Children's ages: _____
 Please indicate areas of experience:
 Transportation Clothing Bathing Reading
 Bottle preparation Diapers Feeding Tutoring
 Other job duties (be specific): _____

Employer: _____ Date started: _____
 Address: _____ Date left: _____
 City, State, Zip: _____ Reason for leaving: _____
 Phone number: _____ Leaving salary: _____
 Children's ages: _____
 Please indicate areas of experience:
 Transportation Clothing Bathing Reading
 Bottle preparation Diapers Feeding Tutoring
 Other job duties (be specific): _____

Employer: _____ Date started: _____
 Address: _____ Date left: _____
 City, State, Zip: _____ Reason for leaving: _____
 Phone number: _____ Leaving salary: _____
 Children's ages: _____
 Please indicate areas of experience:
 Transportation Clothing Bathing Reading
 Bottle preparation Diapers Feeding Tutoring
 Other job duties (be specific): _____

Other Employment References Only:

Name	Address/Business	Phone Number



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Nanny - Agency Agreement

This is an agreement between _____ (Nanny) and _____ (Agency) to authorize Agency to assist placement of Nanny with an employer. **This is not an employment agreement.**

I. SCOPE OF DUTIES

A. Agency Duties

1. Agency will conduct a background search of Nanny.
2. Agency will interview Nanny.
3. Agency will obtain applications of job openings from employers.
4. Agency, at its sole discretion, will recommend acceptable Nannies to various employers who are seeking Nannies with particular qualifications, skills and requirements, based on the applications of the employers and the Nannies.

B. Nanny Duties

Nanny will do the following pursuant to this agreement:

1. Nanny will cooperate in submitting all information necessary for Agency to conduct the necessary background search.
2. Nanny will cooperate in scheduling and appearing for a personal interview with a potential employer.
3. Nanny will obtain a current CPR training certification.
4. Nanny will be tested for TB.
5. Nanny will obtain current driving record.

II. BACKGROUND SEARCH

Nanny understands that at a minimum the Agency will be required to conduct a background search which includes at least the following:

- A. Immigration and Naturalization
- B. Personal References
- C. Background Check through Trustline, including criminal and credit background checks
- D. Job Related References

All of this information will be disclosed to any prospective Employer. Your signature below authorizes the Agency to disclose this information to any prospective employer.

III. NO GUARANTEE OR PROMISES

Nanny understands that Agency, at its sole discretion, will make reasonable efforts to make a referral that will result in the Nanny being offered employment. However, Agency makes no guarantees or promises that Nanny will be offered employment. The Agency reserves the right to terminate this agreement at any time, without cause, and without notice to Nanny.

IV. NO FEE

The Nanny is not required to pay any fee for the services rendered by Agency. Nanny understands that the entire referral fee is paid by the Employer.

V. AGENCY NOT THE EMPLOYER

- A. Nanny understands that the decision to hire the Nanny rests solely with the Employer. Agency is not in any way to be construed as the Employer of Nanny. Agency's sole obligations are those outlined in section 1(A) above. Once the Nanny is referred to an Employer, the decision to hire and the decision to accept the employment rests solely with the Employer and the Nanny.
- B. The Nanny is free to select or reject any work opportunity procured, offered, referred or provided by the referral agency.
- C. Nothing in this agreement is to be construed in anyway as a guarantee of satisfactory placement if nanny accepts employment offered by prospective employer referred by agency.

VI. OTHER AGENCIES

The Nanny is free to sign an agreement with other employment or referral agencies and to perform domestic work for persons not referred by the employment agency.

VII. FLIGHT COSTS

If Nanny is residing at a distance from the location of employment which requires that the Nanny fly to the location, transportation costs to the location at commencement, and return flight costs at the termination of the employment will be paid by Employer.

However, if Nanny terminates the employment without cause, Nanny will be responsible for return flight costs and may be responsible for arrival flight costs.

VIII. INDEMNIFICATION

Nanny agrees to indemnify and hold harmless Agency from any and all claims against Agency arising out of and/or in any way related to this Agreement and/or Nanny's agreement with any Employer. This indemnification and hold harmless agreement will include, but not be limited to, any claims Employer may have or obtain against Nanny and/or Agency, for any acts, omissions or other causes during or after the employment period, whether occurring within the scope of the employment or outside of the scope of employment. This indemnification and hold harmless agreement will also include, but not be limited to, any claims Nanny may have or obtain against Employer and/or Agency, for any acts, omissions or other causes during or after the employment period, whether occurring within the scope of the employment or outside of the scope of employment. Nanny agrees to pay all attorneys' fees, expert fees, non-judicially recoverable costs and court costs incurred by Agency in defending itself from any action brought by Nanny or Employer against Agency and/or one another for any and all claims as stated herein.

IX. ATTORNEY'S FEES

In the event there is a dispute between the parties hereto arising from this agreement, the prevailing party shall be entitled to recover all attorneys' fees, expert fees, non-judicially recoverable costs and court costs associated with the dispute.

X. CHOICE OF LAW AND VENUE

In the event there is a dispute between the parties hereto arising from this agreement, the Law of the State of California pertaining to contracts entered into and to be performed in the State of California shall control as to the resolution of all issues which may arise in a legal action commenced as a result of the dispute. Any actions commenced for any dispute arising out of this agreement shall have as its sole, proper and exclusive venue the appropriate court within Contra Costa County, California.

XI. INCORPORATED DOCUMENTS

The Nanny application is to be attached hereto and are incorporated as part of this agreement as if set forth fully herein.

XII. ENTIRE AGREEMENT

This agreement and those documents identified in provision XI above make up the entire agreement between the parties. No other documents nor agreements whether written or oral are part of this agreement. This agreement supersedes all other oral or written agreements between the parties hereto, which may be claimed to exist.

XIII. EXECUTION

The undersigned agree that they have fully read and understand each provision set forth in this agreement and acknowledge same by their signatures below.

Dated:

Dated:

Nanny

Agency

I, _____, understand that a background check, which may include a criminal record and credit report, through Trustline and other agencies will be conducted. My signature below authorizes A Nanny Connection to perform these background checks and to disclose these reports to any prospective employers. I understand that I may request in writing that I be given a copy of these reports.

Nanny

Date