



Family Temporary Application & Contract

Date: _____
Family's Names: _____
Family's Address _____
Street 1 _____
Street 2 _____
City _____ State _____ Zip _____
Nearest Major Cross Streets _____
Home Phone (w/ area code) () - _____
Work Phone (w/ area code) () - _____
Cellular () - _____
Email _____
Address _____
City _____ State _____ Zip _____

CHILDREN'S INFORMATION:

Name/Age (Date of Birth) / Gender /Personality of each child

Do any of the children have special needs? Yes No

If yes, please list:

Please list any relevant information that is important to know about the children. (i.e. allergies, behavioral problems, heart murmurs, counseling, dietary restrictions, etc.)

Do you have household pets? Yes No
If yes, please describe pet type, quantity, and size

Are you open to a nanny who must bring along one child? Yes No (note: this can sometimes reduce the nanny's hourly rate)

Does either parent work from home? Yes No

Besides the members of your immediate family, does any other relative(s) or guest(s) reside in the home on a permanent or occasional basis? Yes No

Is driving required? Yes No
If yes, will a car be provided? Yes No

NANNY PROFILE AND JOB REQUIREMENTS

Caregiver's desired dates of employment: _____
Note: We cannot guarantee a placement by the start date; but we will make every effort to do so.

Caregiver's position type:
Live-in Live-out Part-time Temporary

Caregiver's Work Schedule:

	Time Begin	Time End
Monday		
Tuesday		
Wednesday		
Thursday		
Friday		
Saturday		
Sunday		

Are the hours listed above flexible? Yes No

If yes, please explain:

What will the Nanny's responsibilities be (light housekeeping, cooking, driving etc)?

Our temporary nannies earn \$16-\$20 per hour depending on number of children, duties, and nanny's experience.

How did you first hear about Colorado Nanny, Inc.?
Yellow pages News Media Internet
Personal referral from: _____
(if possible, please provide us with their address and phone number so that we can thank them.)

After your nanny placement and good experience with our service, would you be kind enough in providing us with a short letter of recommendation? Yes No . We appreciate your time and consideration.

Colorado Nanny Long Term and Temporary Referral Agreement

This agreement (hereinafter "Agreement") is made between Colorado Nanny Inc. (hereinafter "Agency") and the undersigned party (hereinafter "Client", whether singular or plural), for the sole purpose of the referral of domestic candidates to be provided by the Agency to the Client for the Client to qualify and hire the candidate of their choice as an employee of the Client. *Client agrees to pay agency a non-refundable registration fee upon receipt of this agreement and a referral fee for each candidate Client elects to employ.*

In the event Client employs or otherwise engages the services of a candidate referred or introduced by the Agency to Client, at any time within 3 years from referral, Client agrees to pay Agency a referral fee pursuant to the terms of this Agreement. Clients may not refer Agency candidates to any other hiring party and in doing so, will be responsible for any Agency fees due.

Permanent placement fee schedule:

Long-term search registration	\$200.00 (valid for 12 months, includes 1-year temporary service membership)
Long-term placement 35+ hours	\$3200.00
Long-term placement under 35 hours	\$2500.00

Temporary placement fee schedule:

Annual membership:	\$150.00
Temporary daily agency fee	\$18.00 (package discounts available-see price sheet)

Pay rates for temp nannies: \$16-20 per hour

** Please note client pays nanny directly by cash, check or pre-agreed upon method. **

Temporary/On call fee collection

Once Agency assigns a candidate to Client's booking, Client agrees to pay Agency the full, non-refundable Temporary Referral Fee by credit card. Any additional dates needed must be booked through the Agency. Clients agree not to book any dates directly through the nanny. Daily agency fees still apply if client cancels booking with less than 24- hour notice and Client also agrees to pay the nanny a \$50.00 cancellation fee.

Term Conversion

If Client chooses to hire a temporary nanny into a long-term position within the first 30 days of employment, all daily temporary fees will be applied to the permanent placement fee. After the first 30 days, eighty percent of the daily temporary fees will be applied to the permanent placement fee.

Long Term Fee Collection

All referral fees are non-refundable and are due immediately after an offer is accepted and before the domestic's first day of employment. For your convenience, if referral fee is not received before your nanny's first day, Colorado Nanny Inc. shall charge the placement fee on your credit card on your nanny's first day of employment. The signing of this agreement specifically authorizes Colorado Nanny Inc. to charge the referral fees to your credit card listed on this Agreement. Referral fees must be paid no later than the nanny's first day of employment for the replacement guarantee to apply. If Client rescinds offer after nanny/domestic accepts, through no fault of domestic, Client agrees to pay Colorado Nanny, Inc. a \$300.00 cancellation fee. Colorado Nanny Inc. does not refund or transfer referral fees or credits under any circumstance.

Guarantee

Upon fulfillment of the following conditions, subject and limited to the terms of this Agreement, if Client notifies Agency in writing that the initial Long-Term candidate left Client's employment with 365 days of the first day of employment with Client, Agency will provide a credit to Client for one future long-term placement as follows:

Replacement needed Day 1-90:	credit of 100% of the referral fee paid to Agency for candidate.
Replacement needed Day 91-180:	credit of 50% of the referral fee paid to Agency for candidate.
Replacement needed Day 181-365:	credit of 25% of the referral fee paid to Agency for candidate.

Subject to the terms of this Agreement, a credit will be valid for 90 days from the request for replacement date and will be applied toward one Long-Term Search, regardless if search results in a hire. The Agency does not refund or transfer fees or credits under any circumstances. Agency's obligation to provide the aforementioned credits is expressly conditioned on Client's (1) satisfaction of all its obligations under this agreement, including but not limited to payment of all Agency's fees and charges in a timely manner; (2) providing a written work agreement between Client and candidate to Agency prior to the candidate beginning employment with Client; (3) abiding by all applicable laws; (4) not engaging in any acts of moral turpitude; (5) not materially changing the candidate's job duties, work location or compensation. Determining compliance with these conditions is in the sole and absolute discretion of Agency. If Client fails to satisfy all these conditions, Agency shall have no further obligations to Client.

Referrals

The Agency will refer prospective nanny candidates to the Client that have been interviewed by the Agency and a minimum of 2 references checked by the Agency. If the Client decides to make an offer of employment to a prospective candidate, the Client will notify the Agency immediately. Upon the candidate's acceptance, the Agency will procure a professional investigation service to conduct the following background search on the prospective candidate: criminal records going back 7 years (as available through federal, state and county records, motor vehicle records, sex offender registry and social security number verification). The Agency will furnish the Client with the nanny's references and the results from all investigations, as provided to the Agency and Client is solely responsible for reviewing this information. The Company does not guarantee the accuracy or completeness of this information.

Employment Relationship

Colorado Nanny Inc. is a referral agency only; it is not an employer, co-employer, nor independent contractor, and assumes no legal relation to the Client or nannies who are or may become involved with this hiring process. Client agrees that any employment agreement reached with a domestic candidate will be in writing, signed by both parties, with a copy provided to the Company prior to the nanny's start date. Client is solely responsible for paying or withholding any federal, state and local, social security or any other amounts from domestic's pay as required by law.

Client agrees to preserve in confidence the identity of and information about all candidates referred by Agency to Client and the contents of any files or documents forwarded to Client for purposes of review. Client understands and agrees that they will use all such information only in conjunction with Agency's referral service and for no other purpose. If Client discloses any information about a candidate to a third party, and acting on that information the third party subsequently employs or otherwise engages the candidate without compensating Agency its full registration and referral fees, Client will be liable and agrees to pay Agency its full registration fee, and or long-term referral or temporary referral fee, respectively as if Agency had placed the candidate with a client.

Indemnity

Client acknowledges that it is the Client's sole responsibility to carefully review and select a nanny among the candidates presented to them by Colorado Nanny Inc. and to review and evaluate the information provided by Colorado Nanny Inc. and the professional investigative service. Colorado Nanny Inc. is a referral agency only; it is not an employer, co-employer, nor independent contractor and assumes no liability or responsibility of the performance of the nanny. Therefore, Client unconditionally releases Colorado Nanny Inc. and its employees, recruiters, agents, officers and directors and agrees that Colorado Nanny shall not be liable for any personal property damage, injury, loss, delay or expense of any sort incurred by Client in connection with their selecting and hiring a nanny referred by Colorado Nanny Inc. including without limitation acts of God, acts of war or government restriction, as well as events directly or indirectly caused by an intentional or neglect acts or omission by any nanny the Client hires. Client further agrees that if they directly or indirectly cause or contribute to any personal property damage, injury, loss, or expense incurred by their employed nanny while in employment of the Client that Client will indemnify and hold Colorado Nanny Inc. and its employees, recruiters, agents, officers, and directors harmless for any resulting liability or expense, including any court costs and legal fees incurred in defending against the employed or former employed nanny's claim.

The parties to this Agreement certify, represent and warrant that they have carefully read this Agreement, that they understand its final binding effect, and that they agree to all its terms.

X _____
Client Name (Printed) Client Signature Date

Credit Card Billing Address

Credit Card Number Expiration Date Security Code

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