

# Finding the Perfect Nanny

## A Guide to the Placement Process

Welcome to Nanny's & Granny's. You have just made the important decision to seek professional help in fulfilling your personal staffing needs. Most importantly, by choosing Nanny's & Granny's to assist you in your search, you have chosen a proven leader in the industry with more than thirty-two years of professional training and placement experience. Because of this you can relax secure in the knowledge that a trained professional placement advisor is hard at work looking for that perfect nanny for you.

Understanding the job market is a critical part of the placement process. Let's get the bad news behind us! It is important for you as a client to realize that there is a nationwide shortage of professional nannies, the demand for professional caregivers, far exceeds the supply. The good news is that by making the decision to screen through a reputable agency you have greatly increased the quantity and quality of nannies available to you.

Selecting the correct individual for your particular lifestyle is something that only you can do. Nanny's & Granny's would like to offer the following information and suggestions to help make the screening procedure as easy as possible.

### **The Placement Process**

A successful placement can be broken down to four components. They are as follows: *Needs Assessment, Advertising and Screening, Personal Interviews, Placement Contract and Support Services.*

#### **Needs Assessment:**

A Needs Assessment is simply the way that a Nanny's & Granny's professional placement advisor acquires a clear understanding regarding the type of individual required to best suit the needs of a particular family. Different positions require different personalities, education levels, skill levels and salary ranges. In short, the needs assessment helps us to help you. In a moment, you will be asked to fill out a client information and reference form. Fill in all of the blanks to provide your advisor with as much detail as possible. Remember that the information that you give is the information that your advisor will be using to seek the perfect nanny for your particular requirements, so be as detailed as possible.

In addition to the client's preference form, you will be asked to answer a needs assessment questionnaire. Keep in mind, this is not a test, there are no right, or wrong answers so feel free to answer as openly as possible.

After you have completed all forms, your placement advisor will help you decide the skill level and probable salary range of your future nanny. Do keep in mind that Nanny's & Granny's does not receive a commission from placed nannies or base our placement fees on their salary. Therefore, when a salary range is suggested, Nanny's & Granny's has no vested interest in seeking higher nanny salaries, while it is often possible to hire a nanny at below scale wages, it becomes impossible to keep that nanny and stability is a big consideration when hiring.

Our interest at Nanny's & Granny's is making certain that our clients and nannies maintain a comfortable, stable relationship. Our experience consistently illustrates that clients who attempt to maintain Nannies at below scale wages pay far more in replacement fees than it would have cost them to pay their nanny a suitable salary. Additionally, Nanny's & Granny's will only offer our extended replacement policy to those clients who follow our recommended salary guidelines. Salary guidelines are determined by several factors including, but not limited to the number of children, their ages, the number of on duty hours per week, the housekeeping duties required and the current job market. Your placement advisor can help to balance your personal needs with the salary range comfortable for your budget.

## **Advertising and Screening:**

The most time consuming and frustrating part of the entire placement process come under this heading. This is the area where your Nanny's & Granny's placement advisor really goes to work for you! It is common for the placement advisor to screen between fifty and sixty individuals in order to find two or three qualified applicants for you to interview. Each interview takes between one and two hours of direct contact with the potential nanny and an additional two hours of file maintenance and preparation. During this time your placement advisor should check in with you approximately once a week to give you an update on the screening process.

Clients often ask how long the screening process takes. An average turnaround time is seven working days for an initial round of interviews with t. However, at certain times of the year, particularly between Thanksgiving and the New Year, placements tend to take longer.

Nanny's & Granny's encourage our clients to take time with the placement process. If you need immediate assistance, a placement advisor can place one of our Temporary Nannies at your disposal.

Temporary nannies can be placed for the amount of the suggested salary plus a \$150.00 and up weekly commission premium. Temporary nannies undergo a complete background check as well as TB screening.

Sometimes a client decides to offer a temporary nanny full time employment. Should this be the case, please contact your placement advisor so a date for a placement contract negotiation can be set. A commission premium remains payable until a placement contract is signed and on file in Nanny's & Granny's office and all placement fees have been paid to Nanny's & Granny's.

Clients are often curious about the various methods that Nanny's & Granny's employ to find qualified applicants. This agency employs a wide variety of advertising that includes the following methods:

Word of mouth. With more than twenty-eight years of placement experience and a fine reputation for placing nannies at fair salary ranges, under excellent working conditions and with clear cut understandable contract in place, nannies are anxious to be placed by our agency.

Our Web-site. Nanny's & Granny's maintain a web-site at [nanny4u.com](http://nanny4u.com) where Nannies can begin the application process on line. This enables us to gain access to Nannies from outside the immediate geographical area of Las Vegas.

New nanny school graduates. Since Nanny's & Granny's is a member of The American Council of Nanny's Schools, and one of a few approved Nanny Training Schools in the country, new nanny graduates often contact this agency for placements. Our own graduates provide an additional source of qualified nannies.

The International Nanny Association. As a member of this international organization, Nanny's & Granny's have exposure to thousands of nannies from around the world.

Local Advertising. Nanny's & Granny's make extensive use of numerous local advertising opportunities. Local newspapers, magazines, trade shows are only some of the ways the Nanny's & Granny's is working to ensure maximum advertising exposure for our clients.

It is during the advertising and screening process that clients often voice a feeling of frustration. Relax. This is a common feeling. As a client never experiences the numerous interviews that result in the rejection of unsuitable candidates and only sees those individuals who have successfully completed preliminary screening procedures it is easy to gain the impression that nothing is being accomplished. A reminder, finding the ideal individual often takes time; your placement advisor has a goal to make a lasting successful placement, not necessarily a quick placement. Sit back, *relax* and know that Nanny's & Granny's entire screening and placement staff is working full time to find just the right individual to meet your staffing needs.

## Personal Interviews:

The third step in the placement process is the personal interview. For our Las Vegas clients, you may choose to interview in your home or at a neutral location such as a coffee shop or in our office., located at 6440 Coley Avenue. Your placement advisor will be happy to arrange interviews between the hours of 9:00 a.m. – 5:00 p.m. six days a week, or at other times with special arrangements. Telephone and Facetime interviews can also be arranged for our local clients and of course for our out-of-town clients. **If a client wishes to interview at their home or alternate location a one-time non-refundable in-home/traveling interview fee of \$550.00 is charged plus the costs of travel.**

Experience has taught us that having a Nanny's & Granny's placement advisor present at all initial interviews provides an invaluable source of information in helping our staff to match client needs with potential nannies.

Generally, two to three interviews will be arranged for each office visit. Coordinating schedules is somewhat difficult so be certain to contact your placement advisor well in advance should you find it necessary to change an appointment.

Well-thought-out interviews are the most productive ones. We encourage you to prepare a list of questions that you want to cover in the interview. The [Potential Interview Questions & Guidelines](#) sheet is designed to help in the preparation of this list.

It is important that our clients understand the individuals being interviewed are in different stages of the screening process ranging from very basic to completed files. Nanny's & Granny's recommend that all reference and background checks be completed before a nanny is permitted to begin work with a family. Additionally, we suggest that all nannies should have CPR Certification and provide a driver's background check before going on duty. Should you wish your Nanny to begin work without completion of these requirements, you will be asked to sign a waiver releasing Nanny's & Granny's of liability in regard to these issues.

In addition to Background checks, Health Cards, CPR Certification, and a DMV Printout or a Non-Driving Declaration, Nanny's & Granny's can offer themselves or offer references to other agencies for additional screening and testing. Examples of these services are as follows: confirmation or facilitation of COVID vaccines, Health Screening, Drug Screening, Psychological Screening and Private background screening companies. Charges for these services range from fifty to several hundred dollars. Please contact your placement advisor for assistance in arranging these additional services.

After each interview, your placement advisor will ask for your impressions and a rating on the interviewees. Information gathered will be useful in helping to arrange future interviews. If you wish, you may download a [Reference/Interview Sheet](#) to help you compare those candidates that you interview.

Sometimes everyone gets lucky and the perfect nanny will be one of the first ones interviewed. If this is the case, we encourage clients to proceed with the final steps of the interview process as quickly as possible. Nannies are often interviewed with several clients in our office. Additionally, most nannies are registered with other agencies across the nation and are also going on private (non-agency) interviews. While we want you to take your time, please be aware that the nanny you think is great is probably in demand with other families so once you've made up your mind, it is probably best if you act on your decision. Nanny's & Granny's suggest you contact our office to invite the nanny that you are considering for hire to a second interview in the more relaxed setting of your home.

Families often ask if they can "Try a Nanny out". There are no tryouts. Nanny's & Granny's regular 90 day and our extended probation period are designed to make certain a particular Nanny meets the needs of your family. It is also a time for the nanny to decide if this is the job for her. All fees must be paid, and contracts must be in place before a nanny begins work and the probationary period begins with the nannies first day of employment. If after the probationary period the nanny decides against the position or the client

decides not to employ the nanny, your placement advisor will begin screening for a replacement at no additional charge.

**IF THE CLIENT WISHES TO CONDUCT WORKING INTERVIEWS IN THEIR HOME BEFORE HIRING, THIS MAY BE ARRANGED THROUGH OUR TEMPORARY SERVICE. EACH CANDIDATE THAT IS INVITED TO COME TO THE HOME FOR A WORKING INTERVIEW WILL BE BILLED AT THE RATE OF \$35.00/HOUR WITH A 4 HOUR MINIMUM.**

#### **Placement Contract and Support Services:**

Once a decision has been made to hire a particular nanny the final step of the process needs to be completed.

Nanny's & Granny's suggest the use of a written contract. A written contract helps to detail and clarify the number of children cared for, working hours, days worked, living conditions, salary range and duties of the position. In addition, the contract will specify if there is overtime compensation, paid vacation and the number of paid holidays, personal days and sick days the nanny is to receive each year.

For any contract to work, it must be fair to all parties involved. If a nanny makes extraordinary demands, the placement advisor will advise the family of this fact. If the family asks for services that are out of range of normal nanny services, the placement advisor will advise the nanny. Of course, whatever the nanny and the client agree upon is how the contract will be written.

Nanny's & Granny's is not part of the Nanny Placement Contract and serves only as a typing service. *In addition, Nanny's & Granny's does not offer accounting or tax advice other than to advise that the government requires payroll deductions on all employees.* Your placement advisor will provide a brochure to a payroll service that specializes in Nanny Payroll Deduction Services, or you may go to [gtm.com/household](http://gtm.com/household) and make sure you mention Nanny's & Granny's to receive a discounted rate.

Nanny's & Granny's does provide the following support services:

#### **For Clients:**

To Tape or Not to Tape! Words about Video Surveillance, families often ask what we think about Video Surveillance. It is the opinion of this agency that properly used video taping can be a useful tool in reducing the anxiety connected within home child care.

Since trust is an important factor in the client-nanny relationship, Nanny's & Granny's suggests that clients advise nannies of the fact that they are being video taped. Nanny's & Granny's will be happy to provide referrals to professional surveillance company upon request. Communication is a vital part of the client-nanny relationship and crucial to its success.

This information booklet has been designed to answer the most frequently asked questions regarding the nanny placement process. If you have additional questions or concerns, please feel free to contact us and we will be happy to answer your questions and address your concerns.

#### **Other household support staff:**

Nanny's & Granny's does have an extensive list of other domestic staff positions to choose from that can help with your every need! These staff members can also be obtained through our Temporary Service for as little as 4-hours or through our long-term Placement Service.

- \***Housekeepers**- to help with light cleaning, heavy cleaning on a daily, weekly, monthly or occasional basis.
- \***Eldercare**- Companions for elders to help with household needs, grooming, cooking, running errands etc.
- \***Estate Managers**- to help run your household in every way, hiring and overseeing staff, handling vendors, organizing schedules, buying for the household, security, and any other household needs.
- \***Misc. Staff**- Cooks, Music Teachers, Tutors, Personal Assistants, Butlers, Pet Sitters, House Sitters Etc.

**\*Convention Care-** pop-up on-site day care for conventions, luncheons, weddings, Military Balls, Business Meetings etc. we come to you.

## Potential Interview Questions and Guidelines

As a Nanny and an employer, you will be working together very closely. Before a commitment is made, it is important for you to find out as much as possible about each other. Expectations about the job must be discussed as well as what the job entails and the living situations of the family. Below we have listed a number of questions which you may want to use as a guide when interviewing.

### Child Care

- Number and ages of children
- What each child is like: developmental stages, personality, habits, interest, etc?
- Which of the children are at home during the day?
- What will be the responsibilities for each child being cared for?
- What is the family's philosophy regarding child care and discipline?

### Family Life Style

- What is the family atmosphere like: warm, formal, chaotic, neat, relaxed, hectic, noisy, quiet, or independent?
- What is the work schedule for the parents?
- Will any members of the family be traveling a great deal?
- What are the special interests of the family?
- To what extent will the Nanny be included in the family activities?
- What will the meal time be like? Will the Nanny eat with the family?

### Other Responsibilities

- What household chores will be expected? (If any)
- Is there a person who comes to clean? How often?
- How much of the children's transportation will the Nanny be expected to provide?
- Will Automobile expense be provided?
- Will the Nanny be responsible for any pet care?

### Work Schedule

- What days will the Nanny work?
- What hours will the Nanny work?
- Will the Nanny ever be needed for evening care?
- If the Nanny works more than forty (40) hours per week will they receive overtime pay for these hours? How much?
- Would the Nanny be expected to travel with the family on the holidays?
- What arrangements would be made to allow the Nanny time off when necessary?

### Personal

- Why is the applicant interested in becoming a Nanny?
- What are your prior experiences with a Nanny or having been a Nanny?
- What are the applicants present working experiences?
- What are the applicant's expectations for this job?
- Have the Nanny describe themselves in three words?
- Has the Nanny ever cared for children while the parents are present? What are her feelings about this situation?
- Will the Nanny require detailed instructions on how to care for the children and what to do or will she be left to her own devices?
- What is the Nanny's most important aspect of caring for the children?
- What is Nanny Philosophy on discipline?
- What would the Nanny do while the children were napping?
- If the parent was present and taking some leisure time, how would the Nanny feel about this?
- What are the Nanny's best and worst experiences caring for children?
- How would the family expect special needs for the child to be met?
- What are the strengths and weaknesses of the Nanny?
- How flexible is the Nanny for a change in the schedule?
- What does the Nanny enjoy most about children?
- Have the Nanny describe her family and her childhood experiences.
- What are some of the Nanny's past job experiences?
- What are the Nanny's own personal hobbies?

Live in: \_\_\_\_\_  
Live out: \_\_\_\_\_  
State: \_\_\_\_\_  
Area of Town: \_\_\_\_\_

### Client Preference Request Sheet

All information provided is at will. Nanny's & Granny's is an Equal Opportunity Agency

Name: \_\_\_\_\_ Spouse: \_\_\_\_\_ Date: \_\_\_\_\_

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

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

Home phone: ( ) \_\_\_\_\_ Best time to call: \_\_\_\_\_

Work phone: ( ) \_\_\_\_\_ Spouse phone: \_\_\_\_\_

Cell phone: ( ) \_\_\_\_\_ Email: \_\_\_\_\_

Place of employment: \_\_\_\_\_

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

Supervisor: \_\_\_\_\_ Length of employment: \_\_\_\_\_

Spouse's place of employment: \_\_\_\_\_

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

Supervisor: \_\_\_\_\_ Length of employment: \_\_\_\_\_

Please list a personal reference:

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

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

#### Other Experience with a Nanny

Do you now, or have you ever had a Nanny or Caregiver work for you?  Yes  No

Did you have a positive experience?  Yes  No

If possible, we would like to contact any previous Nanny/Caregiver you employed.

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

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

#### Other:

Would you consider permitting a Nanny to bring her own child to your home? (This option will generally slightly reduce the Nanny's weekly salary).

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Would your Nanny be required to travel with the family? \_\_\_\_\_

Would you be interested in our share a Nanny program? \_\_\_\_\_

Does your family have any special interests? (sports, travel, hobbies music, dance, cooking, religious, hiking, other)

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

Would you have a car to supply your Nanny? \_\_\_\_\_ Standard or Automatic? \_\_\_\_\_

Would you be willing to pay the gas your Nanny uses on the job if the individual supplies their own car?  Yes  No

Do you prefer a non-smoker or smoker? \_\_\_\_\_

Do you have a pool? \_\_\_\_\_ Is your pool fenced? \_\_\_\_\_ If not, do you plan to fence it? \_\_\_\_\_

If yes, would your Nanny be required to swim? \_\_\_\_\_

How many children do you have? \_\_\_\_\_

Does this complete your family or are you possibly anticipating another child/ren in the future?  
 Complete  Not Complete  Undecided

Please tell us about your children in great detail. Please list any allergies and disabilities that we should be aware of. Please discuss any challenges that the nanny may face when caring for your children, as well as the positive qualities the nanny will get to see.

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Do you have pets?  Yes  No

If yes, what kind? (cats, dogs, birds, reptiles) \_\_\_\_\_

Are they indoor/outdoor? \_\_\_\_\_

Would you require your Nanny to take care of your pets?  Yes  No

How do you discipline your children? \_\_\_\_\_

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How many days off would your Nanny have? \_\_\_\_\_

Which ones? Monday's, Tuesday's, Wednesday's, Thursday's, Friday's, Saturday's, Sunday's

What hours would your Nanny work? \_\_\_\_\_

What wage range are you comfortable paying your Nanny? \_\_\_\_\_

Would there be more than 40 hours per week?  Yes  No  Occasional

Overtime will be @ the rate of? \$ \_\_\_\_\_ Per Hour or \_\_\_\_\_ 1.5x hourly rate.

Would you require your Nanny to cook?  Yes  No  Occasional

Children Only

All family meals

Light Family Meals

Guests and events

Normal Salary Ranges for Nannies are between \$20 & \$25 per hour.

Normal salary for just Child Care includes doing the child (ren)'s laundry, basic meal preparation and dishes as well as cleaning up child related activities & projects. In general salary is adjusted upward between \$100.00 and \$200.00 per week additional for housekeeping.

Note: (3 items, add \$100.00) (4-6 items, add \$150.00) (7-9 items, add \$200.00)

Family Laundry

Bed Making

Mopping

Ironing

Windows

Bathrooms

Vacuuming

Dusting

Straightening

Would you require your Nanny to run errands for the family such as:

Grocery Shopping

Driving Child(ren) To School

Picking Up Dry Cleaning

Driving Child(ren) To Activities

**Work Environment:**

What part of town do you live in?

North

South

East

North East

South East

West

North West

South West

Central

Is your residence:  a house  a condominium or  an apartment



Please describe the size of your home, number of rooms, number of bathrooms, etc.:

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**Live-Ins Only:**

Please describe your Nanny's private room amenities (phone, furniture, bath, T.V., etc.) Please note that the Nanny must have a private room where she can safely store her personal items, we suggest a locking room.

How would you describe your household?

- |   |   |
|---|---|
| <input type="checkbox"/> Extremely Neat     | <input type="checkbox"/> Moderately Neat          |
| <input type="checkbox"/> Cluttered but Cozy | <input type="checkbox"/> Comfortably Disorganized |

**Your Nanny's Qualifications:**

Please list all important qualities that you feel a Nanny should possess. Include any special educational requirements:

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## Client Needs Assessment

I am never late	T	F
I like to be spontaneous	T	F
I have a definite schedule	T	F
My child(ren) are used to being with sitters	T	F
I expect things to be done my way	T	F
My house looks very lived in	T	F
I expect my Nanny to cook often	T	F
I believe children need a schedule	T	F
I know my neighbors on a first name basis	T	F
I believe in a place for everything, and everything has its place.	T	F
Time out is not important to me	T	F
Children should be made to mind	T	F
Babies should be fed on a strict schedule	T	F
I'm worried the baby will like the Nanny more than me	T	F
I would rather have the Nanny play with the baby instead of doing housework	T	F
My significant other and I agree it is Important to get a Nanny	T	F
I am frequently rushed and late	T	F
My schedule varies a lot	T	F
My children have had very few sitters	T	F
I like people who are inventive and self-starters	T	F
I am an excellent housekeeper	T	F
I like to socialize often	T	F
Babies know when they are hungry	T	F
I never go to bed and leave dishes in the sink	T	F
I plan to give my Nanny a list of instructions	T	F
I think that Nannies should be videotaped whenever possible	T	F

# Nanny's & Granny's Elite Nanny Advertising, Screening, and Placement Contract

Whereas:

Granny's Inc. is a Nevada Corporation whose home office is located at 6440 Coley Ave., Las Vegas, Nevada, 89146. The telephone number is (702) 364-4700 and is licensed by the state of Nevada as a private employment agency.

Whereas:

Granny's Inc. has filed in the state of Nevada a fictitious name statement of doing business as Nanny's & Granny's.

Whereas:

Granny's Inc. (hereinafter referred to as "Nanny's & Granny's") has established a private employment agency under the rules and regulations granted to it by the State of Nevada and are licensed to do business at 6440 Coley Ave., Las Vegas, Nevada, 89146

\_\_\_\_\_ hereinafter referred  
(Client Name)  
To as employer, who resides at: \_\_\_\_\_  
(Address)  
\_\_\_\_\_ And whose telephone number is: \_\_\_\_\_  
(City, State, Zip) (Telephone Number)  
and whose social security number is: \_\_\_\_\_  
(Social Security Number)

Whereas:

Nanny's & Granny's and employer on \_\_\_\_\_ in Las Vegas, Nevada hereby  
(Date)  
agree as follows:

1. Nanny's & Granny's will in accordance with the following terms and conditions, secure advertising and screening for the position of: \_\_\_\_\_ and refer successful applicants to said employer.
2. Employer agrees to pay the basic cost for this service, which is \$5,500.00 for a position plus any of the a la carte options chosen by the employer. This includes a *non-refundable* advertising and screening fee. Balance of the fee is to be paid in full before employee begins employment. Note: Out of State Placements will accrue a scouting fee of \$1000.00. Specialized Nannies & additional requirements will have additional fees,
3. Employer shall pay a *non-refundable* advertising and screening fee of \$1200.00 due and payable at the signing of this contact. Nanny's & Granny's does not begin to screen for nannies until after this fee is paid. *Under no circumstances will this fee be refunded.*
4. Nanny's & Granny's will arrange up to 20 interviews by and between applicants and employer.
5. Nanny's & Granny's advises the employer that their role in the placement process is to pre-screen applicants and to ensure that after employer hires an applicant, the applicant will obtain a criminal background check, Tuberculosis screening, CPR certification and a DMV printout. It is strongly recommended that the employer does not permit the applicant to begin work until copies of these records are supplied by the applicant. If client wishes to have employee begin employment prior to the applicant obtaining any or all of these documents, it will be necessary for the client to complete a *Waiver* and return it to the offices of Nanny's & Granny's. It is the responsibility of the employer to request and verify that all records are in place before having the applicant begin work. Nanny's & Granny's will assume no liability for incomplete files. *No other service is covered under this contract.*

6. It is understood that the employer will evaluate applicants and choose the applicant that most closely qualifies for the position.

7. After the employer selects an applicant, but before the applicant begins work, the employer agrees to submit a sample job description and employment contract to a Nanny's & Granny's placement advisor who will forward this to the applicant for review and approval. Two copies of this contract must be signed and given to both the nanny and a representative of Nanny's & Granny's for our files. The balance of any outstanding fees is due and payable at this time. *Employer agrees that under no circumstances will applicant be permitted to begin work before all outstanding fee balances have been paid to Nanny's & Granny's.*

8. It is the responsibility of the employer and the applicant to determine what is to be included in the employment contract. Nanny's & Granny's will furnish a sample job description and contract and will act as typing service for the convenience of employer and applicant but assumes no liability for errors and omissions in the contract nor for the enforcement of said contract. Furthermore, Nanny's & Granny's is not a party to the employment contract. Nanny's & Granny's advise that the employer and employee should seek their own legal advice as to the law pertaining to the employment.

9. Nanny's & Granny's will not arbitrate nor try to settle any disputes that may arise by and between the employee and employer resulting from their employment contract.

10. Nanny's & Granny's and employer agree to a one time, ninety (90) day probationary period on placements unless an extension option is selected. During the first ninety (90) days, the employer may request a new employee. Should this occur, Nanny's & Granny's agrees to provide up to three more interviews to the employer at no additional charge. *Nanny's & Granny's does not guarantee replacement. If the employer cannot agree to a new employee after three additional interviews this contract will be considered fulfilled. In no event will any monies be refunded to the employer.*

The ninety (90) day probationary period can be extended as follows Up to:

One hundred eighty (180) days for an additional payment of:	\$ 1,000.00
Two hundred seventy (270) days for an additional payment of:	\$ 1,500.00
Three hundred sixty-five (365) days for an additional payment of:	\$ 2,000.00

These extensions must be agreed to at the time this contract is signed, and payment must be made in full before the applicant begins employment.

**Client requests a \_\_\_\_\_ day probationary period.**

11. Nanny's & Granny's does not give accounting or tax advice. It is recommended that employers contact their accountant and tax attorney if they have any questions regarding these matters.

12. Nanny's & Granny's make no promise as to the speed at which an employee will be placed in the employer's home. It is the goal of Nanny's & Granny's to make a good placement, not necessarily a quick placement. Nanny's & Granny's maintain part time employees through our *Licensed Sitter Service* and would be happy to place a fully screened individual to help you while we are searching for your employee. Employer agrees that if such a temporary is placed this temporary will be considered as a sitter only and payment for the services of the temporary sitter will be made to Nanny's & Granny's each week at the current temporary rates. A sitter remains a temporary unless a placement contract is completed and signed in Nanny's & Granny's office and all placement fees have been paid. **It is agreed by the employer that there will not be any attempts to privately hire any individual provided for an interview by Nanny's & Granny's. Furthermore, if this occurs, employer agrees to pay the full placement fee as well as any court costs arising from collection proceedings.**

13. The client agrees to indemnify and hold Nanny's & Granny's harmless from and against any suits actions, losses, damages, claims, or liability of any character type or description.

**Accounting:**

Employer wishes to select a one hundred eighty (180) day probationary period and agrees to pay an additional \$1,000.00 for this service.

Employer accepts: \_\_\_\_\_

Employer declines: \_\_\_\_\_

Employer wishes to select a two hundred seventy (270) day probationary period and agrees to pay an additional \$1,500.00 for this service.

Employer accepts: \_\_\_\_\_

Employer declines: \_\_\_\_\_

Employer wishes to select a three hundred sixty-five (365) day probationary period and agrees to pay an additional \$2,000.00 for this service.

Employer accepts: \_\_\_\_\_

Employer declines: \_\_\_\_\_

**PLEASE SELECT ALL THAT APPLY AND TOTAL AT BOTTOM**

<b>*These fees are charged up front</b>	
<b>**These fees are Charged before start date</b>	
*Non-refundable screening fee:	\$ _____ \$1,200.00
*Extended probationary period option:	\$ _____ (\$1,000.00-\$2,000.00)
*Newborn Care Specialist option:	\$ _____ \$1,000.00
*Language option:	\$ _____ \$1,000.00
*Special needs option:	\$ _____ \$500.00
*Travel option:	\$ _____ \$500.00
*Live in option:	\$ _____ \$500.00
*Vaccinated nanny option:	\$ _____ \$500.00
*Extended education option:	\$ _____ \$500.00
*Out of State Placement:	\$ _____ \$1,000.00
*In Home Screening and Interviews:	\$ _____ \$550.00 (plus the cost of travel)
**Balance of Placement fee:	\$ _____ \$4300.00
<b>ALL FEES ARE NON-REFUNDABLE</b>	
<b>Total due to Nanny's &amp; Granny's before Employee can begin work:</b>	\$ _____

The card I wish to have on file for charges is:

PLEASE CIRCLE ONE: VISA    MASTERCARD    DISCOVER    AMERICAN EXPRESS (3% FEE APPLIES)

NAME ON CARD: \_\_\_\_\_

ADDRESS REGISTERED TO CARD: \_\_\_\_\_

CREDIT CARD NUMBER: \_\_\_\_\_ EXPIRATION DATE: \_\_\_\_\_ CVV: \_\_\_\_\_

Employer agrees that this is the full and complete contractual agreement and that no verbal agreements or representations have been made that will in anyway alter or modify this agreement. Also, a copy of this contract shall remain in the employer file and will be considered valid for any future placements. This is done for the employer's convenience. If a court of proper jurisdiction rules that anyone of the above listed agreement is for any reason invalid or not in accordance with Nevada Law, the remaining agreements shall continue and remain in full force and effect. Furthermore, it is agreed that the courts of Nevada shall be the proper jurisdiction for this contract.

**I have read, understand, and agree to the above**

\_\_\_\_\_  
Client

\_\_\_\_\_  
Client

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

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