



**NOTICE OF ENGAGEMENT**

Nannies of Kansas City, a Kansas Corporation (the "Company") is hereby notified that \_\_\_\_\_ (the "Family") has retained the services of \_\_\_\_\_ (the "Nanny") as a result of the Company's referral of the Nanny to the Family.

PLEASE PROVIDE US WITH THE FOLLOWING INFORMATION

1. Did the Family and the Nanny enter into a written employment agreement? YES \_\_\_ NO \_\_\_  
If YES please provide a copy of the agreement.
2. The Nanny will begin employment with the Family on \_\_\_\_\_.
3. The Nanny will work \_\_\_\_\_ days per week. Please indicate which days:  
( ) Monday ( ) Tuesday ( ) Wednesday ( ) Thursday ( ) Friday ( ) Saturday ( ) Sunday
4. Please provide a brief description of the Nanny's duties: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
5. The Nanny will be compensated at the rate of \$ \_\_\_\_\_ per day/week/month (choose one).
6. Will the Family be providing medical coverage? YES \_\_\_ NO \_\_\_  
If YES please provide name of carrier and date coverage will begin  
\_\_\_\_\_  
Carrier Effective Date
7. Will the Nanny be entitled to paid vacation time? YES \_\_\_ NO \_\_\_  
If YES how many days/weeks (choose one) \_\_\_\_\_ after being employed \_\_\_\_\_ months.
8. If the Family retains a Nanny referred by the Company, and such Nanny is terminated by the Family or voluntarily leaves within 3 months of being hired, the Company will attempt to locate a replacement Nanny for the Family. If the Company is successful, the original Placement Fee will be applied as the Placement Fee for the new Nanny. If the Company is unsuccessful, the Placement Fee will be refunded on a 3 month pro-rated basis.

**9. PLEASE ENCLOSE THE PLACEMENT FEE WITH THIS NOTICE OF ENGAGEMENT.**

We have read and completed this Notice of Engagement and agree that the terms and conditions set forth above are a true and accurate portrayal of our agreement.

FAMILY:

NANNY:

\_\_\_\_\_  
Parent 1

\_\_\_\_\_

\_\_\_\_\_  
Parent 2