



Central Iowa Nannies
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www.centraliowanannies.com

FAMILY APPLICATION

Date: _____

Mother's Name: _____

Family Address _____

Street1 _____

Street2 _____

City _____ State _____ zip _____

Nearest Major Cross Streets _____

Home Phone (w/area code) () _____

Work Phone (w/area code) () _____

Cellular () _____

E-Mail _____

Mother's Employer _____

Mother's Occupation _____

Business Address _____

Street1 _____

Street2 _____

City _____ State _____ zip _____

Marital Status Married Single Separated Divorced Engaged

Father's Name: _____

Father's Employer _____

Father's Occupation _____

Work Phone (w/area code) () _____

Cellular () _____

E-Mail _____

Fax _____

Father's Business Address

Street1

Street2

City

State

zip

Would you be open to your nanny bringing along one child of his/her own

Yes

No

Does either parent work from home?

Mom

Dad

None

If you are married, please indicate how long and describe the relationship
(I.E. communication, stability, if time is spent apart, ect)

If divorced, what are the custody arrangements for the children?

Children's Information:

Name/Birth date/Personality of each child

Are any of the children in school? If so, please list days and hours below

Please list all additional weekly activities that children are involved in

Does any of your children have special needs?

Yes

No

If yes, please list:

Take medications:

Yes

No

If yes, please list

Does your children have any pre-existing health problems that reoccur

Yes

No

If yes, please list

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

Family Lifestyle:

Please briefly describe your home (nannies sometimes want a description of where they will live or work):

House

Apartment

Condo

Estate

Seasonal

Townhome

Is the atmosphere of your home:

Formal

Semiformal

Casual

Contemporary

Combination of formal, semiformal, casual & contemporary

Would you like to briefly describe your (and your spouse's) personality?
(This really helps us perfect our matching process.

Is there a second language spoken or religious observance in your home? Yes No
If yes, please explain

Does anyone in your home smoke Yes No

Will you accept a caregiver who smokes off the job: but promises not to smoke around the children? Yes No
Note; This is a smoke-free agency, and we seek non-smoking caregivers. From the past experience, we know that most parents are not interested in caregivers that smoke, however, we can't always gaurentee that all caregivers registered don't and will not smoke

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

If yes, does the nanny have to orovide care for your pet? Yes No

Does your family go on vacation? Yes No
How many times a year? _____

Do you expect the nanny to travel with you? Yes No
If yes, what are the accomodations for the nanny?

What activities and interest does your family have?

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

Family Discipline:

Please describe the behaviors and methods of discipline practiced in your household for each child. How do you expect the nanny to carry out discipline? For parents with infants, please feel free to leave this blank or describe any methods you plan to use as your child grows.

Tell us about your household rules and structure

Nanny Profile and Job Requirements:

Caregiver's desired start date _____

Note: Please keep in mind that our average full time placement takes 4 weeks for live out and 8 week for live in. While we can't guarantee a placement start date, we will make every effort to meet your requested needs.

Caregiver Position Type:

Live in Live-out Part-time Fulltime Temporary

Desired age of nanny candidates:

18-24 25-30 30+

(Note: If physical appearance is important, please describe ideal height, weight, hair color, and race/ethnicity of your nanny)

Does it matter what religion your nanny is? Yes No

Should the nanny be a non-drinker (when not caring for your children) Yes No

Will you provide a car for the nanny to drive your children? Yes No

For a live-in position, will you provide a fulltime use of a car? Yes No

Would your nanny be able to attend college Yes No

<input type="checkbox"/>	No	<input type="checkbox"/>
<input type="checkbox"/>	Yes	<input type="checkbox"/>
<input type="checkbox"/>	Yes	<input type="checkbox"/>
<input type="checkbox"/>	Yes	<input type="checkbox"/>
<input type="checkbox"/>	No	<input type="checkbox"/>

Caregiver 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

How long of a commitment do you want from your nanny? _____

Paid vacations Yes No

If yes, how many weeks? _____

* It's a standard and customary that a full-time nanny receives 2 week's paid vacation, 5 sick days and 6 paid holidays. (It's common to request that one week of the nanny's paid vacation be taken when you take one of your family vacations.)

Would your nanny have the following paid holidays/.

Independence Day New Years
Christmas Day Labor Day

Memorial Day
Thanksgiving

Pay: Is most often negotiated hourly for part-time nannies and salaried for full-time nannies. Most of our nannies earn between \$8-16/hr. Our full-time nannies earn between \$1500-2000/mth. We don't communicate your pay range with the nanny. We make sure that we only send you candidates whose pay requirements fall within your range. Please specify your "not to exceed" pay range: _____ per hour or _____ per month _____

Health Insurance: Are you willing to provide health insurance or a portion of payment towards health insurance? _____

Perks: Are you willing to provide any additional perks such as cell phone reimbursement, gas money, ect? _____

Would you be withholding Social Security, Medicare and taxes (federal, state, and local) from your nanny's earnings? By law you are required to pay only social security, medicare and unemployment taxes. Yes No Comment _____

Will you provide kitchen privileges? Yes No (this would include snacks or dinner if they were working for you during those hours.)

Nanny Duties: (Please check that all apply)

Cooking: Yes No

Children Only
Entire Family

<i>Breakfast</i>	<i>Lunch</i>	<i>Dinner</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Light Housekeeping; Yes No (If yes, please describe specific task and indicate child only, family or both)

Laundry: Yes No If yes, child only
entire family

Errands Yes No (If yes, please describe)

Grocery shopping: Yes No (If yes, child only
Entire Family
Driving: Yes No (If yes, please describe)

Live In Nanny

If you have a live-in nanny, would you provide full board (all meals, snacks, and other food consumed by the nanny, including speciality requested items? Yes No

Accommodations:

Living quarters Private Separated
Bathroom Private Shared

Would she be allowed guest(s) in the home? Yes No
If yes, where would the guest(s) be permitted and when?

Past Employees/References

List the names and telephone numbers for any previous nannies who have worked for you family. (Please skip this question if it doesn't apply)

1)
2)
3)

We represent and warrant above information is true and accurate to the best of our knowledge and that:

- 1) There have not been any incidents of domestic violence in our family home that have been reported to the police or Department of Social Services
- 2) There are not criminal acts being conducted in or from our home(s)
- 3) No one in our family has ever physically harmed or threatened to physically harm a caregiver employed by Central Iowa Nannies
- 4) There are no drug or alcohol abuse in the home by any member of the family
- 5) We have the financial ability to pay the salary and benefits as discussed with the agency to the nanny on a timely basis

Parent _____

Date _____

Parent _____

Date _____

How did you hear about Central Iowa Nannies?

Yellow Pages

Des Moines Register

Internet

Personal Referral From _____

(If possible, please provide us with their address and phone # so that we can thank them)

Referral Address

Street1

Street2

City

State

zip

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!!

