



Maid and Nanny – Family Agreement

This contract, between our client (hereinafter known as the “**Family**”) and _____ (the “**Maid / Nanny**”), shall be in force from the date of signature of both parties. Both parties agree to give at least **one pay period’s notice** (one month’s notice for a monthly-paid Maid) before job termination, unless the Maid is terminated for cause. Although this Agreement outlines the key duties of the Maid / Nanny, it is not all-inclusive, and from time to time the Maid may be asked to perform additional duties that contribute to the safety and well-being of the children.

Work Hours and Dates

Service type	Full-time / Part-time (circle one)
Hours per day	_____ hours
Days per week	_____ days
Period of service	From _____ to _____

Payment

Salary	_____ Baht / month
Payment date	Day _____ of every month
Meal allowance	1 meal / day or _____ Baht / day (Full-time Maid only)
Transportation	_____ Baht / day
Overtime	_____ Baht / day
Holiday	As required
Sick Leave	As required. The Maid / Nanny agrees to use best efforts to give the Family at least 12 hours’ notice before being absent due to illness.

Job Responsibilities

- Clean, dust and vacuum the entire house.
- Clean the kitchen and empty the dishwasher – daily.
- Clean interior windows and mirrors.
- Cooking.
- Wash the Family’s clothes.
- Ironing – and arrangement of dry cleaning.
- Assist in keeping all household appliances and equipment in working order.

- From time to time, look after houseguests.
- Grant access to the home for service personnel – cable / telephone repair, pest control, and package delivery.
- Feed and care for the Family's pets – daily.
- Grocery shopping.
- Make beds – entire home.
- Keep a daily Nanny journal recording the children's meals, naptime, medication, activities and educational progress. Put the absolute safety of the children first.
- Tend to the children's basic needs such as bathing, dressing, changing diapers, brushing teeth, and afternoon naps.
- Tending of plants and flowers, on the balcony and inside the apartment.
- Light elderly care.
- Other duties as required – within reasonable request.

Confidentiality

The Maid / Nanny understands that any and all private information obtained about the Family during the course of her employment — including but not limited to medical, financial, legal, career and the Family's assets — is strictly confidential and may not be disclosed to any third party for any reason.

Public Holidays

Public Holidays follow the calendar set by the Thai government.

General (Nanny only)

The Nanny understands that the Family has a smoke-free home and that smoking by the Nanny or the Nanny's guests is never permitted in the home. The Nanny agrees never to smoke while providing childcare, even on walks, trips to the playground, outside activities or field trips. All guests must be pre-approved by the Family before being allowed entrance into the Family's home. Alcohol consumption is never permitted while the Nanny is on duty. The Nanny hereby certifies that she does not use illegal drugs and understands that such use is cause for immediate termination.

Grounds for Immediate Termination (with cause)

Including allowing the children's safety to be compromised:

- A. Inconsistent or non-performance of agreed-upon job responsibilities.
- B. Dishonesty or lying to the Family.
- C. Stealing.
- D. Misuse of the Family's automobile.
- E. Breach of the confidentiality clause.
- F. Persistent tardiness of more than 15 minutes without valid reason.
- G. Unapproved guests.
- H. Smoking or consumption of alcohol while on duty.
- I. Illegal drug use.

Role of Hello Nanny & Disclaimer of Liability

1. VanNess Inc. ("**Hello Nanny**") acts solely as an introduction and matching service. The employment relationship created by this Agreement exists exclusively between the Family (the employer) and the Maid / Nanny (the employee). Hello Nanny is not a party to this Agreement and is not the employer of the Maid / Nanny.
2. Hello Nanny does not supervise, direct or control the work of the Maid / Nanny, and gives no guarantee or warranty as to the conduct, performance, honesty or suitability of either party beyond the introduction itself.
3. To the maximum extent permitted by law, Hello Nanny (including VanNess Inc., its directors, employees and agents) shall not be liable for any loss, damage, injury, theft, accident, dispute, claim, cost or expense of any kind arising out of or in connection with this Agreement or the engagement of the Maid / Nanny — including, without limitation, any act, omission, negligence or misconduct of either party, any damage to persons or property, any personal injury, or any early termination of employment.
4. The Family engages the Maid / Nanny at its own risk and is solely responsible for supervising the Maid / Nanny and for the safety of its household, children and property.
5. The Family agrees to indemnify and hold harmless Hello Nanny and VanNess Inc. against any and all claims, demands, liabilities and expenses (including legal fees) arising from or relating to the employment relationship or any dispute between the Family and the Maid / Nanny.
6. Any information Hello Nanny provides about the Maid / Nanny is offered in good faith on a best-effort basis and does not constitute a guarantee.

By signing below, both parties confirm that they have read, understood and agreed to be fully bound by the terms of this Agreement.

Family Signature: _____

Date: _____

Maid / Nanny Signature: _____

Date: _____