



The Housekeeper Company Registration Form

Date

Any information given in this form will be used solely to help us place suitable candidates with your Family. These details are kept private, comply with all data protection regulations and are for our records only.

Contact Name

Address

Postcode

Telephone No Home

Client Name

Address

Postcode

Telephone No Home

Email

Business

Email

Business

Fax No

Mobile

Partners Name

Marital Status

Fax No

Mobile

Type of Help Required

(please underline and specify what type of help you are looking for)

- Live-in Housekeeper/Nanny
- Daily Housekeeper/Nanny (London only)
- Live-in Housekeeper/Cook
- Daily Housekeeper/Cook (London only)
- Live-in Housekeeper
- Daily Housekeeper (London only)
- Live-in Male & Female Couple
- Live-in Gardener/Driver/Handyman
- Contract Cleaner (North West UK only)

Position Permanent or Temporary?

If Temporary - Clarify length of time required

Proposed Days & hours to be worked (please specify):

Days off per week (please advise):

Gross Weekly/ Hourly Salary Offered :

NB: It is the responsibility of the employer to pay Tax and national Insurance for the Employee:

Start Date

Finishing Date (if any)

Mothers Occupation

Fathers Occupation

Do either parent work from home

Do you employ any additional help

Do you have any Pets

Dietary Requirements:

Type of Area you live in

Which is your nearest station or tube station (if in London) & how accessible are you to public transport:

Details of People to be cared for (Name, Sex & Date of Birth)

Name

Gender

Date of Birth

Age

No of people to be cared for:

Is there a new baby expected: Yes / No (delete as applicable) If yes, please give due date:

Do any of the family have any special medical requirements/infirmities/special needs (please give as much information as possible to enable us to match your position successfully)

Give brief description of your family, including hobbies and interests

What level of English do you require?

Duties Required (please specify):

Qualities & experience you are looking for in the applicant:

What type of personality do you feel would fit in best with your family?

Any other relevant information to help us match the right person for you:

EMPLOYEE CONDITIONS

If live in, what facilities would they have?

Would they have their own TV?

Clarify holiday entitlement: The norm is 28 days per annum, including Bank & Statutory Holidays

Any additional benefits:

Will you require the employee to come on holiday with you?

How did you hear about The Housekeeper Company?

Agreement

I agree that to the best of my knowledge the information given in this registration form is complete and accurate. Having read the enclosed The Housekeeper Company Terms and Conditions, I agree to abide by them.

Signature

Date