



## POLICY AND WHAT YOU PAY

### Specially Priced Nanny

### Occasional Booking Policy

Thank you for booking our specially priced nanny!

This booking is exactly like booking The Nanny Line (TNL) nannies the only difference is that this is their first booking with our agency and we require one thing from you...your review/feedback after the booking!

What you need to know about specially priced nannies:

- ✓ completed the screening process with The Nanny Line
- ✓ references checked
- ✓ passed the criminal background check
- ✓ has the minimum 3 years experience
- ✓ 21+ years old
- ✓ Their first 2 bookings with 2 different families are specially priced

#### THE BASICS

- Hourly rate €8.50/hr (IVA 21% included )
- More than 2 children + €3.00/hr/ extra child

#### POLICY:

- **All bookings are paid in advance.**
- The same family can book only once at the special rate. The second booking is at the regular rate of €14.52/hr for babysitters.
- After the booking, feedback/review of the nanny abilities, experience and overall service will be required by The Family.

#### Booking Guarantee

- All bookings are a minimum of 2 hours per booking.
- All bookings are made with 1-hour increments. No half hours are allowed.
- THE FAMILY needs to book at least 2 hours in advance.
- If THE FAMILY books with less than 2-hour notice (last minute booking):
  - additional fee of €15.00/ hr will be charged.
  - If a suitable nanny is found but family rejects nanny, a €25.00 service fee will be charged.
- Nannies will arrive 15 minutes before booking is to begin.
- If they cannot arrive 15 minutes before, they will contact THE FAMILY and inform them of their delay.
- If THE NANNY is late for a booking:
  - THE COMPANY will refund the time that nanny was late.
  - Credit it to another booking.
  - If agreed by all parties, THE NANNY will stay later to recover the time.

THE NANNY LINE

IBAN: ES 392100 0801 1802 0081 7037 (La Caixa)

PayPal account: paypal@nanny-line.com



- Not taking the children outside unless The Family asks them to ahead of time.
- Will ask specifically if the children have food allergies before they start working.
- Will not take any pictures unless without THE FAMILY's consent. THE FAMILY must specifically agree to text/Whatsapp updates of their child to include pictures.

#### THE FAMILY Agrees

- THE FAMILY will give THE NANNY enough information about the child(ren)to do their job properly
- THE FAMILY must inform THE COMPANY/Nanny of any special care needed by their children ahead of time.
- THE FAMILY is expected to arrive back at their agreed time in order to get a full nanny update.
- If THE FAMILY arrives 15 minutes late, the will be charged 30 minutes of additional service fees. If they arrive 30 minutes or more, they will be charged a full hour of service.
- THE FAMILY needs to guarantee the physical and emotional safety of THE NANNY.
- THE FAMILY will not provide information related to THE NANNY to a third party and vice versa.
- Nannies and babysitters cannot be booked without the agency knowing or THE FAMILY will pay a fine of €250.00.

#### Payments

- All bookings are paid via bank transfer, PayPal invoice, sent money from FAMILY PayPal account to THE NANNY Line account ([paypal@nanny-line.com](mailto:paypal@nanny-line.com)).
- Any last minute hours added to the booking must be paid in cash to THE NANNY at the end of the booking but first must be approved by THE COMPANY.
  - Cash payment for additional hours: THE COMPANY or The Nanny will advise THE FAMILY of additional total charge at the end of the shift. If an e-payment is agreed...
  - If e-payment is agreed: it must be paid within 24 hours of agreed extension of time:
    - Via bank transfer (invoice will be sent afterward).
    - Send money from THE FAMILY's Paypal account.
    - Request Paypal Invoice from THE COMPANY.
    - If not paid within 24 hours, a €50.00/day late charge will be added.

#### Additional Charges (if applicable to booking)

- Rates do increase 200% on 24th, 25th, 26th, 31th of December and the 1st of January.
- Spanish bank holidays, THE NANNY is paid 150% of the nannies normal rate.
- If THE NANNY is asked to stay the night after their shift has ended an additional €75.00 for last minute overnight stay any time from 11:00 pm to 7:00 am.
- If the service ends at midnight or later the nannies are paid an additional €10.00 as taxi fee at the end of the booking. When the service begins after midnight there's an additional €20.00 taxi fee.

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- When the service lasts longer than 4 hours, THE FAMILY will provide THE NANNY's a meal.
- If THE NANNY is traveling more than 60 min per day, THE FAMILY needs to pay for all traveling costs and half of the nannies traveling time.

#### Cancellation Terms

- THE FAMILY can change hours (increase or decrease) hours with 24-hour notice but no guarantee of said changes.
- THE FAMILY can cancel the booking with 24-hour notice without any charges.
- If THE FAMILY cancels with less than 24-hour notice, they will be charged for 2 hours of the booking.
- If THE FAMILY doesn't show up for a confirmed booking and did not cancel, they will be charged for all hours booked and no refunds will apply.

#### Please note:

- Babysitters are not required to prepare food for the children, wash their clothes, clean their room, help them with their homework, etc. The BABYSITTER can agree to any other extra services with THE FAMILY.
- BABYSITTERS are only to make sure the child is safe, healthy, entertained and happy if the child will need anything from them. They are experienced and love children but they don't have the educational background to parent the children on a qualified level. They can perfectly interact, play, and read to the children for example.
- If you have paid the annual Membership, THE NANNY is covered under THE COMPANY's civil liability insurance.

Want a discount on your Occasional Bookings? Please see our **TNL Membership Benefits**.

I HAVE READ AND UNDERSTAND THIS POLICY

FAMILY \_\_\_\_\_

DATE \_\_\_\_\_

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