



Pre-Application Form

| About you | | | | | | | | | |
|--|--|---|--------------------------------|---|--------------------|-------------------------|---------------------------------|--------------------------------|--|
| Full Name: | | | | Date: | | | | | |
| <i>Last</i> | | | <i>First</i> | | | <i>M.I.</i> | | | |
| Address: | | | | | | | | | |
| <i>Street Address</i> | | | | | | <i>Apartment/Unit #</i> | | | |
| <i>City</i> | | | | | | <i>State</i> | | <i>ZIP Code</i> | |
| Phone (h): () | | | E-mail Address: | | | | | | |
| Phone (c): () | | | | | Desired Salary: \$ | | | | |
| What type of position are you looking for? | | | | | | | | | |
| What hours are you available to work each day? | | | | | | | | | |
| When are you available to start work? | | Immediately <input type="checkbox"/> | | | Date: | | | | |
| Can you take on housekeeping responsibilities? | | YES <input type="checkbox"/> | NO <input type="checkbox"/> | How many years of experience do you have, in total? | | | | | |
| Are you a citizen of the United States? | | YES <input type="checkbox"/> | NO <input type="checkbox"/> | If no, are you authorized to work in the U.S.? (please provide copy of proof) | | | YES <input type="checkbox"/> | NO <input type="checkbox"/> | |
| Have you ever been convicted of a felony? | | YES <input type="checkbox"/> | NO <input type="checkbox"/> | If yes, when? | | | | | |
| Are you certified in CPR and/or First Aid for infants and children? | | YES <input type="checkbox"/> | NO <input type="checkbox"/> | Date/Please describe: | | | | | |
| Do you Drive? | | YES <input type="checkbox"/> | NO <input type="checkbox"/> | Any Aversions/Allergies to pets? | | | | | |
| Any other information you believe we should know about your background/? | | | | | | | | | |

| Your education | | | | | | | | | |
|----------------|--|-----|----------|-------------------|--|---------------------------------|--------------------------------|---------|--|
| High School: | | | Address: | | | | | | |
| From: | | To: | | Did you graduate? | | YES <input type="checkbox"/> | NO <input type="checkbox"/> | Degree: | |
| College: | | | Address: | | | | | | |
| From: | | To: | | Did you graduate? | | YES <input type="checkbox"/> | NO <input type="checkbox"/> | Degree: | |
| Other: | | | Address: | | | | | | |
| From: | | To: | | Did you graduate? | | YES <input type="checkbox"/> | NO <input type="checkbox"/> | Degree: | |

References

Please list three (3) references, listing previous employers only and current or most recent first.

| | | | | | |
|--|---------------------------------------|-----|---------------------------------------|--|--------|
| Parents' Names: | | | | | |
| Location: | | | | Phone: | () |
| Duration From: | | To: | | Reason for Leaving: | |
| Please check: | Full-time <input type="checkbox"/> | or | Part-time <input type="checkbox"/> | If part-time, please indicate frequency: | |
| Responsibilities: | | | | | |
| Number and ages of children you cared for: | | | | | |

| | | | | | |
|--|---------------------------------------|-----|---------------------------------------|--|--------|
| Parents' Names: | | | | | |
| Location: | | | | Phone: | () |
| Duration From: | | To: | | Reason for Leaving: | |
| Please check: | Full-time <input type="checkbox"/> | or | Part-time <input type="checkbox"/> | If part-time, please indicate frequency: | |
| Responsibilities: | | | | | |
| Number and ages of children you cared for: | | | | | |

| | | | | | |
|--|---------------------------------------|-----|---------------------------------------|--|--------|
| Parents' Names: | | | | | |
| Location: | | | | Phone: | () |
| Duration From: | | To: | | Reason for Leaving: | |
| Please check: | Full-time <input type="checkbox"/> | or | Part-time <input type="checkbox"/> | If part-time, please indicate frequency: | |
| Responsibilities: | | | | | |
| Number and ages of children you cared for: | | | | | |

Disclaimer and Signature

I certify that my answers are true and complete to the best of my knowledge.

If this application leads to employment, I understand that false or misleading information in my application or interview may result in my release.

Signature: _____ Date: _____

AUTHORIZATION AND CONSENT FOR RELEASE OF INFORMATION

This is to authorize and consent to the release of personal information and acknowledge that Brownstone Nannies, Inc. (the “company”), its agents and others may conduct pre-employment investigations. These investigations might include, but are not limited to, searches of financial or credit agencies, records of previous employment including detailed information on work history, searches of educational institutions, military records, criminal history information on file in local, state or federal agencies, workers compensation records and motor vehicle/driver's license records.

I understand that these searches will be used to determine my eligibility under the company’s policies for employment. Therefore, I authorize and consent to full release (either orally or in writing) of such information and search results to the company and its agents and customers. In addition, I release and discharge the company and its agents and customers to the full extent permitted by law from any claims, damages, losses, liabilities, costs, expenses or any other charge or complaint filed with any agency arising from retrieving and reporting this information. I understand that this notice is valid for up to one year from the below date for hiring purposes. After reading this document, I understand fully its complete contents and I authorize the background verification and searches.

In the event that information from the report is utilized in whole or in part in making an adverse decision with regard to my potential employment, before making the adverse decision, I will be provided a copy of the consumer report and a description in writing of my rights under the Federal Fair Credit Report Act.

| | | |
|--------------------|--------|-----------------|
| Print Name: | | |
| Signature: | | Date: |
| Email Address: | | Phone #: |
| Street Address: | | Apt. #: |
| City: | State: | Zip: |
| Driver's License # | | State of Issue: |
| | | |
| Social Security # | | |
| | | |

INTENT OF REFERRAL

Brownstone Nannies, Inc. is a referral service. I understand and agree that it is my responsibility to negotiate the terms of my employment with the employing families.

If I accept employment with a family referred to me by Brownstone Nannies, Inc., I agree to:

- Notify Brownstone Nannies, Inc. immediately with the name of the family with whom I have accepted employment.
- Agree to begin my position only after Brownstone Nannies, Inc. receives its placement fee from my employing family.

In the extremely unlikely event that my performance as a Nanny does not measure up to the standards of Brownstone Nannies, Inc., then Brownstone Nannies, Inc. is under no legal or contractual obligation to refer me for further employment as a Nanny.

In addition, I agree to hold Brownstone Nannies, Inc. harmless from any injuries I may sustain in the course of my employment and to indemnify Brownstone Nannies, Inc. from any and all claims, including attorney fees and court costs, made by any person arising out of my employment as a Nanny.

I understand that I am using the services of Brownstone Nannies, Inc. as a referral service and I will not be considered an employee of Brownstone Nannies, Inc. I understand that I will not be charged a placement fee by Brownstone Nannies, Inc. and the placement fee will be paid by my employer. I agree that I will not travel to the employer's home until the required placement fee has been received by Brownstone Nannies, Inc. I understand that if I accept a position with any family referred by Brownstone Nannies, Inc., I will notify Brownstone Nannies, Inc. within 24 hours of acceptance. I understand that Brownstone Nannies, Inc. acts solely as a facilitator and is neither responsible nor liable for any act of my employer.

Submission of this application implies that all information stated is true and complete to the best of my ability. I understand that omitting information or providing false information is grounds for immediate dismissal from employment as a Nanny.

I acknowledge my understanding and agreement with these terms by signing below and returning this agreement to Brownstone Nannies, Inc.

Print Name:

Signature:

Date:

Thank you for your time!

When complete, please call us at (646) 729-3634 for mailing instructions.