

## Contract

### Au pair employment according to the European Agreement on Au Pair Placement of 24 November 1969

This au pair contract is set up between:

- Mr/Ms \_\_\_\_\_ (name)
- Place of residence \_\_\_\_\_
- Street \_\_\_\_\_

later described as “host”, and

- \_\_\_\_\_ (name)

later described as “au pair”

- born on<sup>1</sup> \_\_\_\_\_
- in \_\_\_\_\_
- nationality \_\_\_\_\_
- place of residence \_\_\_\_\_
- street \_\_\_\_\_

and (if the au pair is still minor) his/her legal representative: \_\_\_\_\_ (name)

#### I. GENERAL CONDITIONS

The host family will welcome the au pair for the period of \_\_ months<sup>2</sup> in accordance with the regulations mentioned in this document. During this period of time, the au pair receives the opportunity to improve his/her language skills and enhance his/her knowledge of the host country.

The contract comes into effect on \_\_\_\_\_.<sup>3</sup>

#### II. HOST RESPONSIBILITIES

II.1 The host shall accommodate the au pair and include him/her in their daily life, in this context, the host declares the following to the au pair:

- The family consists of \_\_\_\_\_, among which  
\_\_\_\_ are adults  
\_\_\_\_ are boys aged \_\_\_\_\_ years  
\_\_\_\_ are girls aged \_\_\_\_\_ years.

1 According to article 4 of the European Agreement on Au Pair Placement, an au pair shall not be younger than 17 or more than 30 years old. In Germany, au pairs from non-EU/EFTA states (with the exception of Switzerland) as well as from the EU states Bulgaria and Romania should not be 25 years old (§ 20 Beschäftigungsverordnung); the minimum age for non-EU/EFTA au pairs (with the exception of Switzerland) is 18 years.

2 For au pairs from non-EU/EFTA states (with the exception of Switzerland) as well as from the EU states Bulgaria and Romania, the au pair placement may not last longer than one year. The minimum period should be six months.

3 According to article 6 of the European Agreement on Au Pair Placement, this au pair contract should be preferably concluded between the parties before the au pair leaves his/her home country or at latest during the first week of the placement.

- The family lives in \_\_\_ a house or \_\_\_ an apartment composed of \_\_\_ rooms including \_\_\_ bathrooms.  
Distance to the next shopping center is \_\_\_\_\_ km  
Distance to the next educational institution that offers an adequate German course is \_\_\_\_\_ km
- Host's profession: \_\_\_\_\_
- Profession of the host's spouse: \_\_\_\_\_
- The host employs the following domestic staff:  
\_\_\_\_\_

II.2 The host provides the au pair with \_\_\_ a separate room/ \_\_\_ a suitable room shared with \_\_\_\_\_,<sup>4</sup> as well as free lodging. The au pair joins the family on meals and receives the same food as the family members as long as nothing else is arranged under IV.2.

II.3 Furthermore, the host pays the au pair a monthly pocket money of 260 euros.

II.4 The au pair's working hours shall be arranged in a way that does not affect participating in a language course and generally in cultural events needed to enhance the au pair's general education about the host country.

II.5 The au pair receives \_\_\_ one or \_\_\_ days off<sup>5</sup> and at least 4 free evenings per week. The au pair shall also have full opportunity to practise his/her religion.

II.6 The host sets up a private insurance for the au pair for the cases of illness, maternity and accidents<sup>6</sup>.

The insurance fee is \_\_\_\_\_ euros per month and shall be completely paid by the host family.

II.7 In case of illness, the au pair continues to receive full board and lodging as well as adequate care until appropriate arrangements have been made.

II.8 The au pair receives two working days paid holiday per month. Participating in the family's holiday shall equally be considered as holiday for the au pair only if minor duties are to be accomplished and no attendance is required.

### III. AU PAIR'S RESPONSIBILITIES

III.1 The au pair commits to work \_\_\_ hours per day<sup>7</sup> (including babysitting) assisting the family with the daily household chores. Such duties include:

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4 According to article 8 paragraph 1 of the European Agreement on Au Pair Placement, the au pair shall occupy a separate room if possible.

5 According to article 8 paragraph 3 of the European Agreement on Au Pair Placement, the au pair is entitled to one full free day per week, not less than one such day in every month being a Sunday.

6 The protocol of the European Agreement determines that the insurance services cover the costs of medical treatment and hospital stay.

7 According to article 9 of the European Agreement on Au Pair Placement, the time effectively occupied in such services shall generally not be more than five hours a day. The highest limit of working hours has been determined as six hours per day and 30 hours per week in Germany.

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(detailed information about the duties that need to be carried out by the au pair; acceptable are only light housework duties and babysitting)

The accomplishment of private issues such as washing up or tidying one's own room are not part of the housework.

III.2 The au pair declares readiness to provide all requested documents in order to enable the host to fulfil his duties as defined in II.6 of this contract.

III.3 The au pair declares readiness to provide a medical certificate as requested in paragraph 5 of the European Agreement on Au Pair Placement.<sup>8</sup>

#### IV. OTHER ISSUES

VI.1 The contract can be terminated with immediate effect by one contracting party if the other contracting party has committed a severe misconduct. The contract can be terminated by giving two weeks notice.

VI.2 The parties further agree on the following issues:

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This contract should be signed in two copies:

- one copy for the host family and
- one copy for the au pair.

Should the au pair be minor, the legal representative shall receive a copy of the contract as well.

\_\_\_\_\_ (date)

\_\_\_\_\_ Au pair's signature

\_\_\_\_\_ Host's signature

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<sup>8</sup> According to article 5 of the European Agreement on Au Pair Placement, the medical certificate shall be issued less than three months before placement, declaring the person's general state of health.