



Hometown Nannies plus™

A Boutique Nanny and Household Staffing Agency
Hybrid-Household-Staffing™

2026 Welcome Letter for Temporary Placement

Dear Client Family,

Thank you for your interest in Hometown Nannies plus (herein referred to in this document as HTN+ LLC). We are a thirty-eight-year-old, full-service, hybrid-household-staffing agency offering highly personalized, world-class domestic staffing locally, nationally, and globally.

malibu mamas inc. was founded and incorporated in 1988 by Jayne Ehrlich (a mother and former screenwriter with a master's degree in counseling) during the Writers Guild of America, west (WGAW) strike. Hometown Nannies plus was founded in 1990 and incorporated in 1992.

Ms. Ehrlich has over 38 years of dedicated experience in household staffing. She and her staff have placed thousands of domestic employees in households across the corporate, political, financial, creative, professional, entertainment, & other industries.

Hometown Nannies plus has one of the consistently highest success rates in the industry. malibu mamas was selected as the "top USA Agency" by "W" Magazine in 1998 and was seen in or on: Newsweek | Town & Country | In Style | L.A. Magazine | The Leeza Show.

Hometown Nannies plus has also been seen in or on: Westport News | CT News 12 | Westport Magazine's "Best In-Home Care Provider" for December 2024 | Moffley Magazine's "Best of the Gold Coast" in Westport, Weston, & Wilton for 14/15/16/17 & 2025 contests.

We offer the most personalized service possible. We listen carefully to your story so we can provide the best staffing options for you and your family.

For almost four decades, Hometown Nannies plus has helped make your home a sanctuary.

*Kind Regards,
Jayne Ehrlich,
President/Founder*



Hometown Nannies plus™

A Boutique Nanny and Household Staffing Agency
Hybrid-Household-Staffing™

**Temporary Nanny Services Agreement
(2026 Temporary Placements Only)**

All 2026 Temporary Nanny Candidates Must Meet the Following Standards:

- Must have a minimum of a high school diploma
- We require 3–5 years of recent, full-time domestic or parallel childcare experience
- Childcare candidates must be familiar with the developmental, educational, nutritional, safety, and other needs of children
- Qualities we look for: kindness, compassion, proactivity, articulation, punctuality, reliability, safety-awareness, curiosity, intuition, presentation, and an abundance of common sense

Our Screening Process & Requirements

- Personal (or virtual) interview(s) with Jayne, depending upon the location of the position and the candidate
- Fluent English (many candidates are bilingual and some are trilingual)
- Verified legal status if foreign-born (working papers, green card, or U.S. citizenship)
- Valid driver's license with an excellent DMV history (if applicable to assignment)
- Three excellent, verified references & current CPR certification (whenever possible)

All temporary placements are contingent upon the completion of a successful outsourced background check consisting of: National & County Criminal Check (including Global Watchlist Search & The National Sex Offender Database); Social Security Verification; and a Motor Vehicle Record Check (if applicable).



Hometown Nannies plus™

A Boutique Nanny and Household Staffing Agency
Hybrid-Household-Staffing™

Referral Fee Agreement
(Temporary Nanny Placements Only)

1. Engagement

The Client Family (hereafter "Client") engages Hometown Nannies Plus LLC (hereafter "HTN+ LLC") to initiate a search for a Temporary Nanny Placement.

A Temporary Placement is defined as short-term employment, including, but not limited to: travel coverage, vacation coverage, medical leave coverage, interim coverage, short-term contracts, seasonal work, or other limited-duration engagements.

Temporary placements will be full-time (40 hours per week or more) as defined in the job description agreed upon at the time of search initiation.

2. Application Fee (Non-Refundable)

The Client agrees to pay a \$75 application fee (non-refundable), effective for two months for one temporary search. Once a search has been initiated and at least one candidate has been presented, the job description (job title, location, schedule, duties, duration, compensation) must remain consistent. Any material changes will require a new search and a new \$75 application fee (non-refundable).

3. Temporary Placement Referral Fee (Non-Refundable)

For all Temporary Placements:

20% of the employee's estimated gross weekly salary For placements longer than one week, the fee will be calculated based on the total anticipated gross compensation for the agreed temporary period.

All Referral Fees (non-refundable) are due and payable prior to the start of employment. If the temporary assignment is extended beyond the originally agreed duration, an additional fee (20% of additional gross compensation) will be due prior to the extension of employment.

In the rare event a replacement is required, a \$150 background check fee will be charged.

For all temporary assignments longer than 1-month, HTN+ LLC requires a signed Family-Employee Agreement.

Hometown Nannies Plus Payment Methods *Application Fee Payment Methods:*

VENMO (@HometownNannies-LLC, Confirmation No. 0547)



Hometown Nannies plus™

A Boutique Nanny and Household Staffing Agency
Hybrid-Household-Staffing™

Hometown Nannies plus Stipulations

1. Extensions or Conversion to Permanent

If a temporary placement is extended or converted into a permanent, full-time, part-time, live-out, or live-in position, the Client agrees to notify HTN+ LLC prior to this change. An additional Referral Fee (non-refundable) will be due consistent with HTN+ LLC's permanent placement fee schedule, less any temporary placement fee already paid. This policy extends retroactively.

2. Future Engagement of Referred Candidates

If at any time in the future, the Client requires the services of any candidate previously introduced, interviewed, hired, or referred by HTN+ LLC, regardless of duration, the Client agrees to secure the individual's services exclusively through HTN+ LLC.

3. Confidentiality & Referral Policy

- a. The Client agrees to keep confidential all candidate identities, files, and documents.
- b. The Client agrees not to refer candidates introduced by HTN+ LLC to third parties. If this occurs, the Client or third party will be responsible for the appropriate Referral Fee.

Hometown Nannies Plus Liability Waiver

1. Candidate Screening: Hometown Nannies plus exercises due diligence in the recruiting, screening, and referral of domestic staff. We conduct in-person or virtual interviews, verify references, review social media, outsource background checks, and assess candidates to the best of our professional ability.
2. The candidate is not a party to this agreement, nor is HTN+ LLC a party to any employment agreement entered into between the Client (employer) and the candidate (employee).
3. HTN+ LLC cannot warrant the performance of the employee in his/her job responsibilities. HTN+ LLC makes no representation and does not guarantee the truth or accuracy of information received from the candidate. The Client agrees to release, indemnify, and hold harmless Hometown Nannies plus, its owners, officers, employees, agents, heirs, executors, administrators, successors, and assigns, from any and all claims, liabilities, losses, damages, obligations, or causes of action incurred by the Client as a result of the employee's referral.
4. It is the Client's responsibility to comply with all laws pertaining to employment. This includes but is not limited to hours, wages, overtime pay, taxes, & more. The Family-Employee Agreement specifies the terms and conditions of the candidate's employment. HTN+ LLC is not a party to this agreement.
5. The waiver by either party of any term or condition of this agreement in any instance shall not constitute a waiver of such term or condition in any other instance or of any subsequent breach.
6. This agreement supersedes all other agreements between the parties, whether written or oral. It may not be modified or amended except in writing and executed by both parties hereto.
7. By engaging with Hometown Nannies plus, you acknowledge and agree to the terms and conditions stated in this agreement.



*Hometown Nannies plus*TM

A Boutique Nanny and Household Staffing Agency
Hybrid-Household-StaffingTM

Referral Fee Agreement

In witness whereof, the parties hereto acknowledge that they have carefully read this Referral Fee Agreement and have executed this agreement on the dates set forth below:

Primary Contact Name: _____ Candidate Hired: _____

Secondary Contact Name: _____

Address: _____ Job Title: _____

City, State, Zip: _____ Job Description: _____

Primary Contact Cell: _____ Days: _____

Secondary Contact Cell: _____ Hours: _____

Primary Contact Email: _____ Salary: _____

Secondary Contact: _____ Agency Fee: _____

Emergency Contact: _____

Emergency Contact Cell: _____

Client Signature

Hometown Nannies plus Signature

Jayne G. Ehrlich

Primary Contact:

Jayne Ehrlich, Founder / Director

Secondary Contact:

Date: _____

