



☎ 083 454 1282
✉ Info@marypoppins.co.za
✉ www.marypoppins.co.za

TERMS OF BUSINESS Temporary placements

A. HOW IT WORKS

1. Once we receive your completed registration form, we will provide you with a quote for the intended placement.
2. Once quote is accepted, we will provide you with the profiles of suitable candidates that matches your criteria on page 1 and 2. Interviews can be done telephonically, personally or via WhatsApp video chat if you live abroad.
3. Once a candidate is selected, we will confirm this with the candidate and provide an agreement for this engagement.
4. **Placement Fees for placements under 1 month:** The placement fee shall be 30% of the projected amount payable to the au pair for the duration for of agreement. We will include this amount in the quotation.
5. **Placement Fees for placements between 1-3 months:** The placement fee shall be 25% of the projected amount payable to the au pair for the duration for of agreement. We will include this amount in the quotation.

B. CANCELLATION

1. Should the agreement be cancelled in less than 5 days of the commencement day, a cancellation fee of R500 will become due and payable immediately upon cancellation.

C. REPLACEMENTS/REFUNDS

1. Should it be found that candidate is not a good match by day 3 of the engagement, the agency will find a suitable replacement as soon as possible.
2. Should the agency not be able to replace the candidate inn a reasonable time frame (within a 2-3-day period), the agency will refund the client the placement fee in full.
3. Should the candidate not be treated fairly in accordance with the labour laws of the RSA, no replacement will be made, and the client will be liable to pay her for the hours worked and will forfeit the placement fee.

D. GENERAL

1. J&I Holdings t/a Mary Poppins ('Agency') acts as an agent to introduce suitable candidates to work as child minding and /or housekeeping staff ('Applicant') for it's Clients ('Client').
2. Clients undertake to notify the Agency immediately upon any offer being made which results in the engagement of an Applicant or Applicants.
3. The full fee from the engagement date shall be payable even though any awaited birth may be delayed.
4. The client shall keep details of all applicants introduced by the Agency, strictly confidential. Clients undertake not to disclose any introductions to third parties. Any breach resulting in the employment of an Applicant by a third party renders the Client liable for full payment of the Agency's introduction fee.
5. The placement fee paid is applicable to one placement only. Any future placements will result in a new fee.
6. No variations to these terms of business may be made without the written consent of the Members.
7. These terms of business are covered by South African law and all disputes arising out of or in connection herewith shall be subject to the jurisdiction of the South African courts.

E. DISCLAIMER

We aim to make every reasonable effort to ensure the suitability of the employee on behalf of the Client. The Agency does not accept under any circumstances and excludes liability for any loss, damage, expenses, or delay incurred or suffered by the Client, the Clients family, servants, or the Clients' assets, allegedly arising from the acts, omission or character of the Applicants introduced by the Agency, or, to the extent permitted by law, in respect of services provided by the Agency. All responsibility for ascertaining the suitability of an Applicant for the engagement remains with the Client.

- I CONFIRM THAT THAT INFORMATION GIVEN IN THIS REGISTRATION FORM IS TRUE AND CORRECT
- I CONFIRM THAT I HAVE READ, UNDERSTOOD AND AGREE TO THE TERMS OF BUSINESS AS SET OUT ON PAGE. 3.

SIGNATURE _____

DATE _____