

## Agency Agreement

I authorize Care for Kids, Inc., the Agency, to act as a referral Agency when I request services. I understand that the child care providers referred by the Agency are my employees and that the Agency is not their employer. If I employ a worker on a referral from the Agency, in consideration of the referral, screening and support services are provided by the Agency.

I authorize the Agency to charge my credit card for the Registration and Agency Rate described in the rate schedule enclosed (rates are subject to change). I will use the services of the child care providers referred by the Agency only when utilizing services through the Agency. Upon violation of this restriction, I will pay the Agency \$1,000.00 as and for liquidated damages. I agree to hold the Agency harmless of any loss, damage, destruction or accident claims which arise out of or in connection with the rendering of any services by any worker referred by the Agency.

### ❖ OUR POLICIES

- 4 hour minimum, NO Registration Fees
- All charges based on agency & provider hourly rates
- Prepayment to agency by credit card
- All payments to be made upon completion of work
- Child care providers traveling beyond a 15 mile radius are to be reimbursed \$.40/mile for round trip transportation
- Cancellations must be made 7 days in advance to avoid a \$80.00 cancellation charge
- Cancellations requiring a non-refundable deposit must be made 2 weeks prior to the requested date of service to avoid paying the Agency and Child care provider fee in full.

The client is the employer of the caregiver and therefore it is the client's responsibility to abide by local, state, and federal tax laws in relation to employing a child care provider through the Agency. Care for kids, Inc., is acting as a referral Agency and makes no representations whatsoever as to the child care providers referred.

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Signature

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Date