

TO BE COMPLETED BY THE EMPLOYER

MAIN TERMS AND CONDITIONS OF EMPLOYMENT OF A DOMESTIC WORKER IN THE UNITED KINGDOM

Before an overseas domestic worker can obtain entry clearance to accompany his or her employer to the United Kingdom he or she must be provided with a written statement of the main terms and conditions of his or her employment. Using this form helps employers to comply with that requirement.

(Name and address of employee)

(Name and address of employer)

A domestic worker for the employer since _____ (starting date)

Main Terms and Conditions of Employment in the United Kingdom

1. Job Title

Main duties

Starting date in UK

2. Rate of Pay

Per week/months

Other pay information

Frequency of Payment

Method of payment

3. Hours of work per week and free periods per week

4. Sleeping accommodation

5. Holidays per year

6. Ending employment

Employee must give _____ weeks notice if he/she decides to leave his/her job.

Employee is entitled to _____ weeks notice if the employer decides to dismiss him/her.

Employee is employed on a fixed-term contract until _____ (date) (if applicable)

Issued by Employer

Seen and agreed by Employee

Signed

Signed

Date

Date

1 copy to employee

1 copy to ECO