

TO BE COMPLETED BY THE EMPLOYER	
MAIN TERMS AND CONDITIONS OF EMPLOYMENT OF A DOMESTIC WORKER IN THE UNITED KINGDOM	
<p>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.</p>	
(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	
<p>1. Job Title</p> <p>Main duties</p> <p>Starting date in UK</p>	
<p>2. Rate of Pay</p> <p><i>Other pay information</i></p> <p>Frequency of Payment</p>	<p>per week/month</p> <p>Method of payment</p>
<p>3. Hours of work per week and free periods per week</p>	
<p>4. Sleeping accommodation</p>	
<p>5. Holidays per year</p>	
<p>6. Ending employment</p> <p>Employee must give _____ weeks notice if he/she decides to leave his/her job.</p> <p>Employee is entitled to _____ weeks notice if the employer decides to dismiss him/her.</p> <p>Employee is employed on a fixed-term contract until _____ (date) (if applicable)</p>	
<p>Issued by Employer</p> <p>Signed</p> <p>Date</p>	<p>Seen and agreed by Employee</p> <p>Signed</p> <p>Date</p>
<p>1 copy to employee</p> <p>1 copy to ECO</p>	

IMMIGRATION ACT 1972

Undertaking as to the maintenance and accommodation of a domestic worker

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Please complete this form in block capitals

I, _____ (name), of _____

hereby undertake that if _____ (name of employee) is granted leave to enter or remain in the United Kingdom as my worker I shall be responsible for his/her maintenance and accommodation in the United Kingdom, throughout the period of that leave and any variation of it, and that I will maintain and accommodate him/her adequately, providing him/her with his/her own separate bedroom.

Signed _____

Dated _____

FOR OFFICIAL USE ONLY

Certificate

I certify that this undertaking has been signed by the employer and that a copy has been given to him/her.

Signature:

Date Stamp: