

## Contract of Agreement for Cultural Exchange Between Au Pair and Host Family Employer in Sweden

The purpose of the au pair scheme is to give young people aged between 18 and 30 an opportunity to learn Swedish and become acquainted with the Swedish culture through living with and participating in the daily life of a Swedish family. This Contract regulates the conditions for the au pair's stay, and states which rights and obligations the au pair and the Host Family have. The Contract must be filled in clearly and in full. Please use capital letters only.

The Contract must be filled in using English. Other Contracts than this standard Contract are not permitted. The Host Family and au pair cannot enter into additional Contracts that conflict with the conditions of this Contract.

### 1. The Contract is entered into between

Contact for the Host Family	
Name of the au pair	
Name of agency (if used)	

*\*A Host Family can only have one Au Pair at a time.*

### 2. Duration of the Contract period

The Au Pair cannot start as an Au Pair until a permit has been granted. The contract is valid from the date the Au Pair officially reports/ arrives for work at the residence of the Host Family.

Number of months that the contract is valid	
Indicate Expected Start and End date	

### 3. Questions for Au Pair(s) that changes Host Family

Why do you want to change host families? (If you do not wish to inform your new Host Family about the reason, please submit a separate statement with the application.)
When are you moving (did you move) from your (previous) Host Family?

#### 4. The Au Pair's role within the Host Family

The Au Pair shall be treated as a member of the family and given an opportunity to actively participate in family life. The Host Family is required to ensure that the Au Pair is not subjected to harassment or other improper behavior, and that his or her integrity is not violated.

#### 5. The Au Pair's relation to the Host Family

The host parent's country of origin cannot be the same as the Au Pair's country of origin. None of the host parents can be the Au Pair's parent, child, sibling, cousin, brother/sister-in-law or uncle/aunt. Nor can the Au Pair be engaged or married to one of the host parents.

Is the Au Pair related to someone in the Host Family? If so, how are you related?
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#### 6. The Host Family

***The Host Family consists of the following adults:***

<b>Adult 1</b>	
Family name	
First name	
Nationality	
Occupation	
Telephone	
Email address	
<b>Adult 2</b>	
Family name	
First name	
Nationality	
Occupation	
Telephone	
Email address	
Complete Address	
What language does the Host Family speak on a daily basis?	

**The Host Family consists of the following children (use a separate sheet if necessary):**

Family name	First name	Age
Family name	First name	Age
Family name	First name	Age
Family name	First name	Age

*\*If the Host Family consists of a single parent, the host parent's care percentage for the child or children must be stated. Documentation of the care percentage must be enclosed.*

## 7. Accommodation

The Au Pair shall live with the Host Family and have his or her own room in the home.

Total number of rooms in the Host Family's home	Distance to a school that offers Swedish language courses
Distance to shops	Distance to public transport

## 8. Pocket money

The Au Pair is entitled to a fixed sum of monthly pocket money from the Host Family, in addition to free board and lodging. The minimum rates are adjusted every year, and can be found on [www.migrationsverket.se](http://www.migrationsverket.se). If the Host Family chooses to offer the Au Pair the minimum rate, the agreed sum must be adjusted every year when the Migrationsverket adjusts the minimum rates. The Au Pair is liable to pay tax, please see [www.skatteverket.se](http://www.skatteverket.se) for further details.

Amount per month (in SEK)	
Method of payment	

## 9. Swedish language courses

The Au Pair is entitled to attend Swedish language courses. The Host Family shall pay for the Swedish language course, required course materials and cover travel expenses to and from the course venue.

Amount per month in SEK for Swedish language courses	
Course venue	

## 10. Working hours and tasks

The Au Pair shall be a part of the family and shall not be a domestic help. As part of the household they can still carry out light domestic work, mind and look after children, look after pets etc. The Au Pair's tasks cannot include nursing the host parents or children with special needs.

Working hours must normally not exceed five hours per day. The Au Pair cannot work more than 25 hours per week, not even for extra pay. The Au Pair cannot do tasks that are not related to the Host Family's home. Work for other employers or individuals (paid or unpaid) is illegal for the Au Pair and for those who get the work done. Illegal work can lead to imprisonment or fines in addition to the Au Pair permit being revoked.

**The total time spent for both studies and work shall not exceed 40 hours per week.**

The Host Family must draw up a detailed overview of a normal working week for the Au Pair. The overview must include detailed information about the working hours and tasks for each day the Au Pair has tasks to perform.

	Tasks	Working hours
Monday		
Tuesday		
Wednesday		
Thursday		
Friday		
Saturday		
Sunday		

## 11. Time off

The Au Pair shall have at least one day off (24 hours) per week, and at least one such day off per month must be a Sunday. In addition, the Au Pair shall have at least one fixed afternoon off per week. The Au Pair shall also be given an opportunity to participate in tuition in the Swedish language and in recreational activities.

## 12. Holidays

The Au Pair is entitled to 25 working days' holiday per calendar year. Even if the Au Pair has not been with the Host Family for the whole year, he/she is entitled to full holidays if he/she started working for the Host Family no later than 30 September. If the Au Pair started working after 30 September, the Au Pair is entitled to six working days' holiday. The same applies if the Au Pair changes host families, provided that he/she can document that he/she did not take holidays while working for the previous Host Family. The Host Family shall also pay holiday pay for the Au Pair in accordance with the provisions of the Holiday Act.

### 13. Illness

If the Au Pair becomes ill, the Host Family shall continue to provide board and lodging free of charge until another arrangement has been found for the Au Pair.

### 14. Return

The Host Family shall cover the necessary travel expenses in connection with the Au Pair's return home. This commitment will cease if the Au Pair stays in Sweden on another residence permit or if the Au Pair wishes to return to a country other than his/her home country.

### 15. Insurance

An Au Pair with a valid residence permit is automatically a member of the National Insurance Scheme. In addition, the Host Family must pay for an insurance that covers the Au Pair's return in the event of grave illness or injury preventing the Au Pair to fulfill the Contract. In the event of the Au Pair's death during the Contract period, the insurance shall cover all costs relating to the return of the Au Pair's body and personal belongings. If it is not possible to return the Au Pair's body, the Host Family shall contact the embassy of the Au Pair's home country to notify the next of kin.

Failure to take out insurance for the Au Pair is considered a breach of the Au Pair Contract. In such cases the Host Family must pay for the Au Pair's return home.

The insurance is in the individual Au Pair's name. This means that the Host Family will not be refunded if the Au Pair leaves or changes host families, or if the Au Pair is not granted a residence permit. The Host Family must also pay for a new insurance if it later wishes to employ a new Au Pair.

### 16. Changing host families

If an Au Pair wishes to change host families, he/she must submit a new application for a residence permit. As long as the conditions for a permit are met, the Au Pair can live with the new Host Family and carry out tasks in accordance with the new Contract as soon as an application has been submitted. The period spent with the new Host Family while the application is being processed is included in the total time of residence as an Au Pair.

### 17. Renewal of the Au Pair residence permit

An Au Pair residence permit can be renewed, but the total period is limited to two years. Applications for renewals of residence permits must be submitted to the local police in the district where the Au Pair lives.

### 18. Termination and dismissal

- Both parties can cancel the Contract with immediate effect if the other party is in gross breach of his/her contractual obligations or is otherwise in material breach of the Contract.
- The Host Family cannot dismiss the Au Pair without reasonable grounds. If the Au Pair so requests the Host Family shall state the grounds for the dismissal in writing. The Au Pair has no duty to give grounds for his/her termination.
- The Host Family and the Au Pair must report to the local police district or the Migration Board if the Contract is terminated before the Au Pair's residence permit expires.
- Termination of the Contract does not mean that the Au Pair must leave Sweden immediately. The Migration Board or the police will warn the Au Pair that they are considering revoking the residence permit and give the Au Pair an opportunity to make a statement, normally within three weeks. Up until this deadline has expired, the Au Pair can enter into a Contract with a new Host Family and submit a new application for an Au Pair residence permit in the police district where he or she lives.

## 19. Disputes

Disputes that may arise shall be dealt with in accordance to Swedish law.

## 20. Additional information

The Host Family confirms the following additional information:

## 21. Signature

**The Contract must be signed by both Parties.**

Place and date	Signatures of the Host Family ( <i>both needs to sign</i> )	
Place and date	Signature of the Au Pair	

**Note:**

*Some of the information on this form will be stored in a computer register. A person who has provided information which may be registered has right of access to the information. As a rule, right of access, means that you are entitled to be told what information has been registered about you.*