



Domestic Worker Permission

Please complete the below and hand in at the office with a copy of the domestic worker's Identity Document, Work Permit or Passport

I, (full name) _____ resident of Unit _____ do hereby

confirm my (please circle) **helper / gardener / assistant / nanny / other** _____ is permitted to work within my Unit.

The person referred to above will be assisting me on : (please circle)

Mon Tues Wed Thurs Fri Sat Sun

Contact details of Domestic Worker:

Name: _____

Id / Passport / Work Permit Reference Number: _____

Physical Address: _____

Cell No.: _____

Does your domestic worker require an Access Tag (please circle)? Yes / No

(Office use only) Tag No.: _____

I confirm that I have read and discussed the Code of Conduct (see below) with

(domestic worker name) _____, I also agree that the person enters only through the pedestrian gate.

Resident Signature

Date

Approval: Office Use only

Trustee (1): _____

Date: _____

Trustee (2): _____

Date: _____



CONDUCT RULES EXCERPT

PARAGRAPH 10: LINMEYER GARDEN VILLAGE EMPLOYEES AND OTHER DOMESTIC STAFF

- 10.1.** Any person employed by Linmeyer Garden Village may not undertake any errands or jobs for any Resident/Owner during normal working hours unless a valid emergency should indicate otherwise.
- 10.2.** Residents/Owners may employ the employee outside working hours at an agreed upon, negotiated rate between that Resident/Owner and the employee.
 - 10.2.1.** The employee needs to have a Qualification in the particular trade (i.e. Electrical, Plumbing) required.
 - 10.2.2.** Liability Disclaimer: Each Resident/Owner is responsible for his obligations and the expenses of employment with respect to his own employees; including, but not limited to; the agreed payment, work to be completed, and any damages caused during or after the work required has been completed.
- 10.3.** Residents/Owners need to ensure the Conduct Rules are discussed with their domestic staff, and are held responsible for any breach of the Conduct Rules committed by their staff.
- 10.4.** Residents must make their own arrangements when expecting deliveries, installations and similar situations. Linmeyer Garden Village employees may not supervise outside services or contractors.
- 10.5.** Deliveries must take place on the outside of the Scheme, and not on Common Property. No deliveries are to be made at Gate 9.
- 10.6.** Residents shall not provide their domestic staff with remotes or access tags. If these are required they need to be requested on the Domestic Worker Permission Form submitted to the LGV Office.