Sample

4. The Helper should only perform domestic duties at the Employer's residence. Domestic duties to be performed by the Helper under this contract exclude driving of a motor vehicle of any description for whatever purposes, whether or not the vehicle belongs to the Employer.

5. Domestic duties include the duties listed below.

    Major portion of domestic duties:—

    1. Household chores
    2. Cooking
    3. Looking after aged persons in the household (constant care or attention is required/not required*)
    4. Baby-sitting
    5. Child-minding
    6. Others (please specify)

    ....
    ....
    ....
    ....

6. When requiring the Helper to clean the outside of any window which is not located on the ground level or adjacent to a balcony (on which it must be reasonably safe for the Helper to work) or common corridor ("exterior window cleaning"), the exterior window cleaning must be performed under the following conditions:—

    (i) the window being cleaned is fitted with a grille which is locked or secured in a manner that prevents the grille from being opened; and

    (ii) no part of the Helper's body extends beyond the window ledge except the arms.

7. The Employer shall inform the Helper and the Director of Immigration of any substantial changes in items 2, 3 and 5 by serving a copy of the Revised Schedule of Accommodation and Domestic Duties (ID 407G) signed by both the Employer and the Helper to the Director of Immigration for record.

_____   _____   _____   _____
Employer's name and signature   Date   Helper's name and signature   Date

We both agree to extend this contract for _____ month(s).
We understand that we shall apply for contract renewal
if further employment beyond six-month extended period is
needed. (applicable to 6- month mutual agreement)

* delete where inappropriate

[ ]   tick as appropriate

_____   _____
Signature of   Signature of
Employer   Domestic Helper

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