



## LITTLE HUG BABYSITTERS SERVICE GUIDE

Little Hug Provides "Valuable" Time to Clients.



### 3 Features of LITTLE HUG



#### Custom Made

Childcare services to match your needs



#### Comfortable

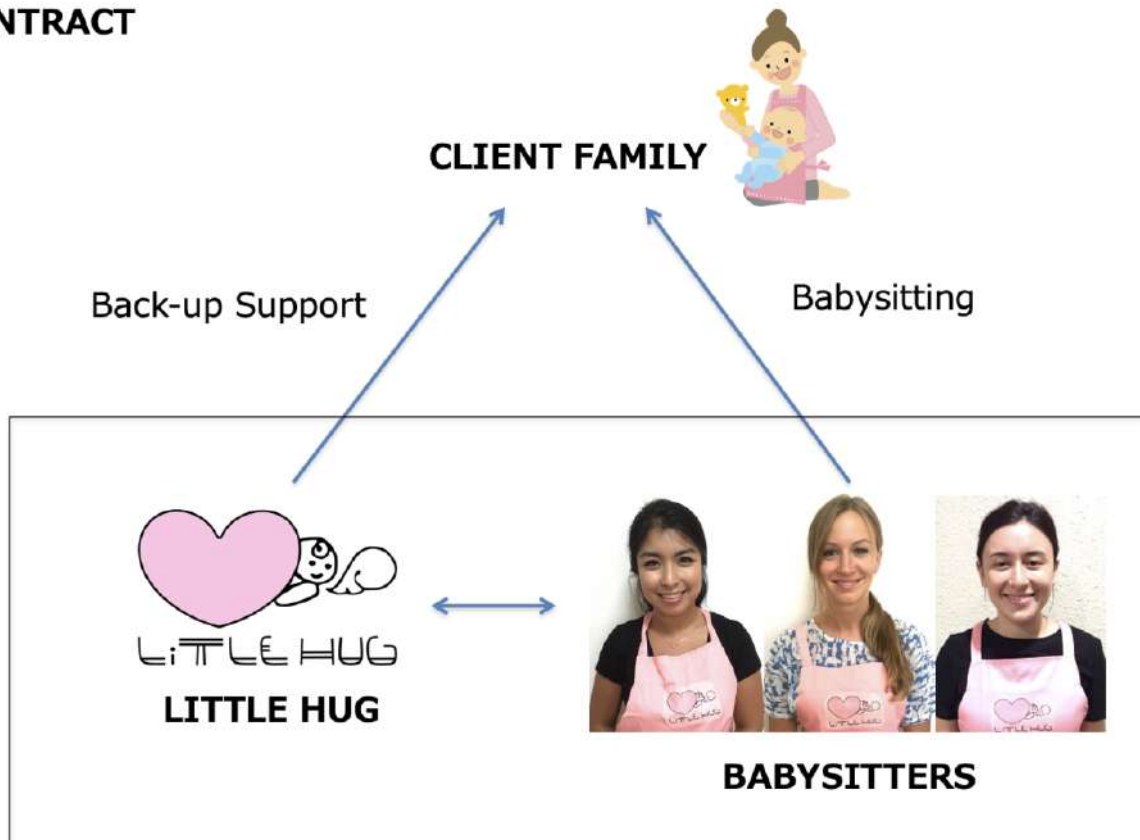
Available 24 hours 365 days



#### Quality

Experienced and selected babysitter/nanny

### CONTRACT



## BABYSITTERS

**Our staff have experiences in kindergartens and preschools, and/or as babysitters. Some of them also have raised their own children. We will select babysitters for you, taking into consideration your preference.**



## USERS GUIDE FOR BABYSITTING SERVICE



### APPLICATION PROCEDURE:

Please proceed the following steps if you would like to use our service.

#### **【STEP 1】 Send the following information via email (info@littlehug.jp)**

- Your name (and Please add “BLS8”!)
- Child Age
- Date and time you would like to use babysitting service
- Hotel’s Name
- Email Address

Little Hug will assign suitable babysitters for you and make a quotation as per your request.

#### **【STEP 2】 Finalize the order with the following information via email**

- Fill out the following documents and submit to us
  - Terms of Use (See Attachment)
  - Your passport’s photo page for identification
  - Parents’ Name and Contact Number
  - Child Data Sheet (See Attachment)
- Make payment by bank transfer online or by PayPal based on the quotation
  - JP Bank Account: 10280-88586301 (Regular)If 7 digit number is required, please use “8858630”.

### PRICES: \*Including taxes as below

- Base Rate: 3,300 JPY / hour
- Off Hours (20:00-8:00): +550 JPY/hour
- Sat., Sun., Holidays: +330 JPY/hour
- Newborn Babycare: +550 JPY/hour
- Bathing Support: +1,100 JPY
- Babysitter transportation fee: 1,500 JPY per once
- Sibling Premium: +50% of the service price

### Attachments:

- 1.) Terms of Use
- 2.) Child Data Sheet Age 0, Age 1-3, Age 4-

Little Hug Co., Ltd.

EMAIL: info@littlehug.jp

Contact: Weekdays 9:00-18:00



Terms of Use

The user (hereinafter referred to as the "USER") of the service provided by Little Hug Co., Ltd. (hereinafter referred to as the "COMPANY") is requested to read carefully and understand the Terms of Use. USER shall submit a signed copy prior to using the service.

1. COMPANY provides the following service to USER at fees separately agreed upon by both USER and COMPANY:
  - English-speaking or Japanese-speaking babysitting
  - Any other service agreed upon by both USER and COMPANY
2. Details of the service, days, times and other necessary items are discussed and agreed upon by both USER and COMPANY.
3. The following cancellation fees are applicable:
  - Cancel request after 18:00 five business days before the service: 50% of the estimated service price
  - Cancel request after 18:00 three business day before the service: 100% of the estimated service price
4. COMPANY cannot accept extension of time on the day of service unless it is caused by an unavoidable accident such as a natural disaster, and safety of USER's family needs to be secured. COMPANY cannot refund the service fee of JPY 3,240 regardless of the reason after the payment is completed.
5. Should COMPANY cause USER damages in execution of its service due to lack of COMPANY's attention as a supervisor, USER is entitled to claim damages to COMPANY. The maximum compensation for damages that COMPANY bears is the upper limit of the liability insurance that COMPANY carries.
6. USER shall not conclude direct agreements with COMPANY's staff.
7. COMPANY strives to handle carefully and protect personal information. Upon completion of the service, personal information provided by USER is discarded under COMPANY's responsibilities.

I have read and understand the Terms of Use above, and wish to use the service provided by COMPANY.

Date \_\_\_\_\_ Name (print) \_\_\_\_\_


Signature \_\_\_\_\_

## お子様データ（0歳児用）

年 月 日

ふりがな お子様氏名 Child's Name	愛称 Nickname							
生年月日 Date of Birth	年 Year	月 Month	日 Day	ご年齢 Age	性別 Sex	身長 Height	体重 Weight	血液型 Blood Type
保険証番号 Insurance Card Number	平熱 Normal Body Temperature							

下記について注意点があればご記入をお願い致します。

アレルギー Allergies	お食事（ミルク・離乳食） Meal (Milk, Baby Food)
オムツ交換・排泄 Diaper Changing, Excretion	睡眠の習慣（寝かせ方など） Sleeping Habit (How to Put to Sleep etc.)
好きな遊び・おもちゃ Favorite Playthings, Games	抱っこ How to Hold
発達（首の据わりなど） Development (Holding Head Up etc.)	お散歩 Taking Outside
過去の病気やけが Past Diseases/Injuries	ゲップの出し方 How to Burp
その他子育てで気をつけていること Any Other Caution to be Taken	
保護者から見たお子様の性格 Character of the Child considered from guardians	
生活のリズム（時間帯・内容） Lifestyle Habit (Time Schedule)	
:  :  :  :  :	

# お子様データ（1～3歳児用）

年 月 日

ふりがな お子様氏名 Child's Name	愛称 Nickname							
生年月日 Date of Birth	年 Year	月 Month	日 Day	ご年齢 Age	性別 Sex	身長 Height	体重 Weight	血液型 Blood Type
保険証番号 Insurance Card Number	平熱 Normal Body Temperature							

下記について注意点があればご記入をお願い致します。

アレルギー Allergies	ミルク・お食事 Milk, Meal
排泄（オムツの有無など） Excretion (Need Diaper or Not)	お昼寝の習慣（寝かせ方など） Sleeping Habit (How to Put to Sleep etc.)
好きな遊び・おもちゃ Favorite Playthings, Games	抱っこ How to Hold
ほめる基準 Rules on Praising	しかる基準 Rules on Scolding
過去の病気やけが Past Diseases/Injuries	利き手とその対応 Handedness and How to Care
その他子育てで気をつけていること Any Other Caution to be Taken	英語学習状況 English Level (Only for Japanese Family)

お子様の性格 Character of the Child
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生活のリズム（時間帯・内容） Lifestyle Habit (Time Schedule)
:  :  :  :  :



## お子様データ（4歳児～用）

年 月 日

ふりがな お子様氏名 Child's Name	愛称 Nickname							
生年月日 Date of Birth	年 Year	月 Month	日 Day	ご年齢 Age	性別 Sex	身長 Height	体重 Weight	血液型 Blood Type
保険証番号 Insurance Card Number	平熱 Normal Body Temperature							

下記について注意点があればご記入をお願い致します。

アレルギー Allergies	食べ物好き嫌い Likes and Dislikes in Food
テレビやゲームの習慣 TV and Video Game Habit	お勉強の習慣 Studying Habit
好きな遊び・おもちゃ Favorite Playthings, Games	抱っこ How to Hold
ほめる基準 Rules on Praising	しかる基準 Rules on Scolding
過去の病気やけが Past Diseases/Injuries	利き手とその対応 Handedness and How to Care
その他子育てで気をつけていること Any Other Caution to be Taken	英語学習状況 English Level (Only for Japanese Family)
保護者から見たお子様の性格 Character of the Child considered from guardians	
生活のリズム（時間帯・内容） Lifestyle Habit (Time Schedule)	
:  :  :  :  :	:  :  :  :  :

