

[Your Name]  
[Your Address]  
[City, State, Zip Code]  
[Email Address]  
[Phone Number]  
[Date]

[Recipient Name]  
[Recipient Address]  
[City, State, Zip Code]

Dear [Recipient Name],

I am writing to formally offer you the position of Nanny for my family. We are pleased to extend this offer based on our discussions and your qualifications, which we believe make you an ideal fit for our needs.

**\*\*Position Details:\*\***

- **\*\*Job Title:\*\*** Nanny
- **\*\*Employer:\*\*** [Your Name and Family]
- **\*\*Job Location:\*\*** [Your Home Address]
- **\*\*Start Date:\*\*** [Proposed Start Date]
- **\*\*Work Schedule:\*\*** [Days and Hours of Work]

**\*\*Duties and Responsibilities:\*\***

As our Nanny, your primary responsibilities will include:

- Providing care and supervision for our children
- Preparing meals and snacks
- Assisting with homework and educational activities
- Engaging children in play and recreational activities
- Maintaining a clean and safe environment for the children

**\*\*Compensation:\*\***

- **\*\*Salary:\*\*** [Salary Amount] per [hour/week/month]
- **\*\*Benefits:\*\*** [Health insurance, paid time off, etc., if applicable]

This position is a full-time role and offers you the opportunity to contribute positively to our family's daily life. We are excited about the possibility of you joining our family and providing valuable care and support to our children.

Please indicate your acceptance of this offer by signing and returning this letter by [Response Deadline]. Once accepted, we will provide the necessary documentation to support your visa application.

We look forward to welcoming you into our home.

Sincerely,

[Your Signature]  
[Your Printed Name]

**\*\*Acceptance:\*\***

I, [Nanny's Name], accept the position of Nanny as outlined in this offer letter.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_