

Letter of Agreement for Postpartum Service

This is an agreement between Elaine Petrowski (“Doula”) and _____ (“Client”) to provide various services relating to the birth of a child on or about (_____.) Doula cannot, and will not contract for or perform any medical services.

DOULA AGREES TO PROVIDE:

- A minimum of ten (10) hours of service at \$40.00 per hour, that includes:
- A one-hour prenatal consultation (telephone or in-home) to discuss Client’s needs and expectations of Doula’s services.
- A minimum of nine hours of in-home, non-medical postpartum support, including: non-medical care of the newborn child, assistance with household tasks such as errands, light housekeeping, grocery shopping, cooking, laundry, care of older siblings.
- Non-medical instructions in newborn care.
- A list of local and national resources.

DOULA WILL NOT:

- Take over care of the baby.
- Make medical assessments or perform clinical tasks.
- Make decisions for client.
- Perform major housekeeping tasks including, but not limited to, scrubbing floors, washing windows or cleaning bathrooms.
- Transport the Client, the Client’s baby or older children.
- Make any purchases on behalf of the Client without first securing payment for such purchases from client.

CLIENT AGREES TO:

- Give Doula a minimum of 48 hours notice prior to commencement of services. Prompt notification is especially important if the Client wants the Doula to be with the Client on the first full day home from the hospital.
- Pay Doula one half of the total fee upon signing this agreement.
- Pay remaining half of the fee at the end of the first home visit after the baby's birth. Any additional hours beyond the minimum contracted for are subject to the Doula's availability. If Client wishes to retain Doula for further service, Client agrees to pay Doula \$40.00 per hour, payable when Doula leaves for the day. An hour begins when Doula arrives at Client's home. In the case of errands, the hour begins when Doula arrives at the first stop. Any portion of an hour longer than 30 minutes is billed as an additional full hour.
- Arrange to use all contracted hours within 45 days of baby's birth date or client may forfeit unused portion of the fee.
- Emergency service agreements (defined as those signed after the baby's birth or less than 21 days prior to due date) will incur an additional, one-time \$40.00 service charge. Emergency service agreement fees are to be paid in full at the time of the first home visit.

Fee schedule:

Hours	Fee	Deposit
10	\$400	\$200
15	\$600	\$300
20	\$800	\$400
25	\$1,000	\$500
30	\$1,200	\$600

- Pay Doula with a check or cash.
- Abide by the following scheduling requirements: No dates are held on the basis of a verbal agreement. Time **WILL NOT** be reserved until a signed and dated agreement is returned along with a deposit.
- Please sign and return one copy of this written agreement.
- **CANCELLATION:**

Client may cancel this agreement up to 21 days prior to due date. Client will receive a refund of deposit less a \$150.00 handling fee, provided the dates reserved are filled. There are no refunds for cancellation of service less than 21 days prior to Client's due date.

If services cannot be provided due to circumstances beyond Client or Doula's mutual control or because of Client's failure to notify Doula, Doula will retain the entire deposit.

TOTALITY OF AGREEMENT:

This written agreement represents all agreements, written and oral, between Client and Doula. Any changes to this agreement must be made in writing and signed by both Doula and Client.

Client _____ Date _____

Partner _____ Date _____

Are requesting _____ hours of service over approximately _____ weeks.

Doula _____ Date _____

Elaine Petrowski
14 Buena Vista Way W.
Bloomingdale, NJ 07403

Questions? Call me at 973-291-8200 or e-mail: Elaine@tendertimesdoula.com.

PLEASE REMEMBER –time **is not reserved** until one copy of this agreement is signed and returned with a deposit.

Revised 4/11