

As soon as we have a match, this email goes to your agency and
Hi!

Your au pair Fieke Hesselmans has been matched with the Alice Nouwens family and they will now prepare the invitation for your au pair to read and sign.

We understand the estimated arrival date is 1/12/2019.

The next step for your au pair is to organise flights/visa/insurance and provide us with all relevant information as soon as possible. We will need:

- Arrival info
- Travel insurance details
- Emergency contact person

Please ensure this information is completed and correct, as we will forward a summary of details directly to her/his host family. If you prefer to complete the arrival information on behalf of your au pair, PLEASE USE THIS FORM FOR THIS SPECIFIC AU PAIR ONLY.

For any questions, your au pair's dedicated Smartaupairs' team member is Smart . Please let us know if we can help with anything.

[CLICK here to Complete Au Pair Travel Info](#)

this email goes to the au pair:

Hi Fieke,

Congratulations on matching with your host family in Australia! Now, you just need to organise your flights, visa and travel insurance and complete your arrival information online.

[CLICK here to complete your travel info](#)

Make sure you fill out your ARRIVAL date in Australia (NOT your departure date!). Please double check all dates and times carefully as we send this information to your host family.

Now is a good time to start reading your [Au Pair Training Manual](#).

When you arrive, we would love to meet you in person at our au pair Meet & Greet. If you can't make it don't worry, we will always give you a call to check in and see if you have any questions.

We will do everything we can to help you settle in and to provide you with all the help and support you need throughout your placement.

The orange button takes you (your au pair) to a form
[apologies for the formatting!]

Au Pair Arrival Information- important

We send this to your host family so that they can plan for your arrival - please double check before you submit (button below)

Au Pair Email (Please do not change) *

Au Pair Agency Email Address (Please do not change) *

Passport Details

Please make sure this information is as it appears on your passport

First Name(s) *

Last Name *

Date of Birth (DD-MM-YYYY) *



Country as shown in Passport *

Belgium
Canada
Denmark
Finland
France
Germany
Italy
Japan
Republic of Korea

Passport Number & Expiry Date *

Emergency Contact Details (Must speak some English)

Emergency Contact Name & Phone Number *

International Flight Details

Australian Arrival Airport *

- Adelaide
- Brisbane
- Cairns
- Canberra
- Darwin
- Melbourne
- Perth
- Sydney

Make sure you fill out your ARRIVAL date in Australia (NOT your departure date!) Please double check all dates and times as we send this information to your host family.

Flight Number for flight landing at the above Australian airport.

Flight Number (usually 2 letters and 3 numbers) and Airline Name *

Extra Travel Info

Where and when do you expect your host-family to pick you up? *

Please enter the Date and Time of ARRIVAL from your flight ticket.

Please use 24 hour clock (AM is in the morning, PM is in the afternoon and evening). It's important to get this information right as we send it to your your host family so that they can collect you from the airport.

(NOTE - flights to Australia take at least 24 hours so you will arrive at least one day later than your departure date)

Arrival Date & Time (24 hour clock - Arrival in Australia) *

Arrival Date & Time (24 hour clock - A

Your Au Pair in Australia Program

We understand that being an au pair great fun but it is also a serious commitment. Your au pair agency as well as Smart Au Pairs | Educational Exchange provide you with guidance and tips for success, please read all information carefully and ASK if you have questions.

Please make sure to abide by the au pair program guidelines, local legislation and immigration conditions.

We give insurance details to your host family in case they need to assist you.

Please confirm that you have comprehensive travel insurance for the duration of your au pair placement. This means you are covered for medical, repatriation and liability expenses.

I confirm *

- Yes - see details below
- Yes - details in next 7 days
- No - not yet

You cannot travel to Australia without comprehensive insurance.
If you have not yet booked your insurance, contact your agency today.

Travel Insurance Company

Travel Insurance Company

Travel Insurance Policy Number

Travel Insurance Policy Number

International Emergency

Telephone Number

International Emergency Telephone Ni

SUBMIT Arrival

The information from the 'arrival form' is collected, reformatted and confirmed back to your agency, your au pair and our host family so that all have a copy.