FolarraStudio

Babysitting Business Planner

care · play · report

PRINTABLE · CLIENTS, JOBS & MONEY

This Planner Belongs To

for babysitters building a business

BUSINESS NAME _____

OWNER _____

PHONE / EMAIL _____

SERVICE AREA _____

STARTED ON _____

How to use this planner

- Print the whole planner once, then print extra copies of the pages you use most, such as the New Family Form and Client list pages.
- Print at 100% / Actual size on A4 or US Letter paper. The printable pages have a white background to save ink.
- Hole-punch the pages and keep them in a binder, so you can add pages any time.
- Every page is undated, so you can start in any month of any year.
- Fill in a client profile for each new client and log every job on the day.
- Digital planner: open the hyperlinked PDF in any PDF annotation app and tap the tabs to jump between sections.

My business word for this year

Why I love this work

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New Family Form

details for every new client

CLIENT _____ PHONE _____

ADDRESS _____ EMAIL _____

DATE _____ REFERRED BY _____

Children & ages

Allergies & needs

Routines

Emergency contacts

Client List

everyone you work with

CLIENT	PHONE	EMAIL	SINCE	NOTES

Family Profiles

the details that matter

FAMILY _____

PARENTS _____

PHONE _____

KIDS & AGES _____

ADDRESS _____

RATE _____

NOTES _____

FAMILY _____

PARENTS _____

PHONE _____

KIDS & AGES _____

ADDRESS _____

RATE _____

NOTES _____

FAMILY _____

PARENTS _____

PHONE _____

KIDS & AGES _____

ADDRESS _____

RATE _____

NOTES _____

FAMILY _____

PARENTS _____

PHONE _____

KIDS & AGES _____

ADDRESS _____

RATE _____

NOTES _____

Booking Log

every job, recorded

DATE	FAMILY	HOURS	RATE	TOTAL	PAID
					☐
					☐
					☐
					☐
					☐
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Services & Prices

what you offer

SERVICE	PRICE	TIME	NOTES
Hourly rate			
Extra child			
Late night			
Last minute booking			
Overnight			

Weekly Schedule

the week at a glance

WEEK OF _____ NOTES _____

TIME	MON	TUE	WED	THU	FRI	SAT	SUN
7:00							
8:00							
9:00							
10:00							
11:00							
12:00							
13:00							
14:00							
15:00							
16:00							
17:00							
18:00							
19:00							

Parent Report Cards

leave at the end

DATE & KIDS

ATE

SLEPT

FUN & NOTES

DATE & KIDS

ATE

SLEPT

FUN & NOTES

DATE & KIDS

ATE

SLEPT

FUN & NOTES

DATE & KIDS

ATE

SLEPT

FUN & NOTES

Activity Ideas

keep kids happy

Indoor games

Crafts

Outdoor play

Quiet time

Invoice Tracker

get paid on time

INVOICE NO.	CLIENT	DATE	AMOUNT	DUE	PAID
					☐
					☐
					☐
					☐
					☐
					☐
					☐
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					☐
					☐
					☐

Income & Expenses

money in, money out

MONTH _____ GOAL _____

DATE	DESCRIPTION	CATEGORY	IN	OUT

TOTALS _____

Yearly Overview

the business at a glance

YEAR _____ GOAL _____

MONTH	JOBS	INCOME	EXPENSES	PROFIT	NEW CLIENTS
Jan					
Feb					
Mar					
Apr					
May					
Jun					
Jul					
Aug					
Sep					
Oct					
Nov					
Dec					
Total					

Notes



FolarraStudio

Thank you!

Thank you for choosing FolarraStudio. I hope this planner helps your business run smoothly and grow. If you enjoy it, tell a friend about folarrastudio.com.

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- Questions or ideas? Write to me through folarrastudio.com, I am happy to help.

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