

Office Use

Bride Name: _____ Deposit Received: _____
 Wedding Date: _____ Trial Date: _____
 Makeup Artist: _____ Hair Stylist: _____
 Prep Address: _____
 Authorized by: _____



Bridal Contract

Congratulations on your engagement! This contract must be submitted with a **non-refundable retainage fee** to save your date in 2018. The retainage fee is put towards the remaining balance on the day of the event. The complete balance for your entire party is due on the day of the wedding. All questions/concerns about your booking can be sent to info@edmontonmakeupartists.com

2018 Pricing & Information

Makeup (per person)

- Makeup Applications \$85
- Trials \$85
- Airbrush Foundation additional \$15 (*not all artists carry airbrush)
- False Lashes & Application \$15
- Lash Application \$5 (you supply)
- Child under 12 \$20 (price subject to artist discretion)

Hair (per person)

- Hair Down Styles \$75*
- Half Up Styles \$85*
- Full Updo Styles \$95*
- Trials \$75-95 (same as above)
- Child under 12 \$30+ (subject to stylist discretion; could change depending on child's hair)
- Extensions additional \$30/pack (placement and/or curling, styling)
- Veil Placement \$5
- Hair Pieces \$5 (tiaras, flowers, etc)

hair style prices are subject to discretion of the stylist, and depend on the length and thickness of hair. If you have concerns, please send a photo of the hair prior and we can quote accurately

Contact Information

Brides Name:

Phone Number & Email

Desired Trial Date:

*Book trial as soon as possible to avoid artist already being booked that day. Please have photos of styles you like for the artist to reference.

**Please note, refunds will not be given if unpleased with your services. You can have the artist change the look while she is still with you, but once she leaves, it is assumed you are happy if you did not say anything. Trials are strongly recommended to ensure the look works for you. Please see FAQ on website for more info.

Preferred Method of Contact: **phone** **text** **email** (please circle)

Event Day Information

Wedding Date:

Wedding Colors/Theme (if any):

Photographer:

Total Number of People Needing Hair Services:

Total Number of People Needing Makeup Services:

Please list full names of everyone requiring services and their role in the wedding party (ex. bridesmaid, mother of bride, etc). Specify if it is a child and their age. Circle M (makeup) or H (hair) or both

Name: M H	Name: M H
Name: M H	Name: M H
Name: M H	Name: M H
Name: M H	Name: M H
Name: M H	Name: M H

be advised that the number of people listed in this contract for hair and makeup is what you agree to pay on the wedding day. Adding people is subject to artist/stylist availability (usually no issue). In the case of needing to subtract people, you will be charged for the amount listed above on this contract. EMA must be given 2 full months notice of cancellations for no penalty

I agree to these terms laid out regarding cancellations
I agree that no refunds will be given for services

Bride Initials:_____

Bride Initials:_____

What time would you like artist(s) to be there:

What time would you like artist(s) to leave:

Ceremony Time/Location:

Prep Location/Address: **if at a hotel, ask for a sunny room facing south/east in the morning**

Is paid parking required at the location? **parking fees are the responsibility of the bride**

Parking fees \$:

How did you hear about us:

Can we post photos of you/wedding party on our social media pages? Yes No

Skin & Hair Analysis

Makeup:

- Have a clean, washed face for trial/wedding. Use an oil free moisturizer. No makeup on.

Do you have any allergies/skin sensitivities/hair product sensitivities?

Circle all that apply: Is your skin: **oily** **dry** **combination** **normal** **sensitive** **acne prone** **flakey**

Are there parts of your face/body that you are particular about or want us to pay special attention to?
(e.g. tattoos, contouring, eye bags, acne, etc.)

do not change your skin routine/products within 3.5 weeks of your event, as this is how long it takes for your skin to resurface if there are any reactions

Hair:

- Do not use hot tools before appointment (no flat irons or curling irons, blow dry is ok).
- Wash hair thoroughly day before, NOT morning of (we recommend shampooing twice).
- Avoid products and conditioner on roots.
- Make sure hair is fully dried before stylist arrives. Most stylists do not carry a blow dryer with them. Blow drying will help create more volume also.
- For curly hair, blow dry hair with a round brush

What kind of style are you looking for (down, half up, updo)? How much volume? What size of curls?
Preference of how we curl your hair (flat iron, curling iron, etc)? Will you be wearing extensions?

Does your hair hold a curl well? **Yes** **No**

Natural hair texture: **Curly** **Straight** **Wavy** **Other**

Density of hair: **Thick** **Medium** **Thin**

Hair type: **Oily** **Dry** **Normal**

Additional Information for Brides

Booking/Cancellations

- To secure your date, a signed contract and retainage fee (\$ to be determined) is required . The fee is non-refundable, non-transferable, and will be subtracted from the total balance on the day of the wedding.
- If client cancels her booking with Edmonton Makeup Artists, the retainage fee will be forfeited.
- In the event that the contracted makeup artist/hair stylist is unable to perform services agreed upon due to an emergency/illness/unexpected occurrence, a trusted substitute will be assigned. Sub-contracted artist/stylist will be informed off all discussed arrangements.
- If the artist cancels, and is unable to replace herself to the client's satisfaction, a refund will be given to the client. If the trial has already been performed and paid for, and the artist cancels, the artist will refund the trial amount to the client. **Bride Initials** _ _ _ _ _

Travel

- EMA is mobile, and travel is determined based on distance from the artist's location. If booking is more than 25 km away from artist's location, a \$0.50/km gas fee may be added.
- We travel all over Alberta (and beyond), and charge \$0.50/km gas fee to and from your location outside of Edmonton/surrounding suburbs.
- If overnight stays are required due to travel, reimbursement for hotel is required.
- Reimbursement is required for paid parking.
- All travel inquiries (including destination weddings) can be directed to **info@edmontonmakeupartists.com** **Bride Initials** _ _ _ _ _

Delays & Trials

- A late fee of \$25 will be charged for every 30 minutes of delay when a client is late for their scheduled booking. If you are late, there is a chance that we cannot complete everyone's services due to scheduling that day. We often have several bookings in a day to go to.
- Trials are not required but recommended. 2-3 months before the wedding is ideal.
- If you are unhappy with the finished look at your trial, please tell artist/stylist while they are still there. Your satisfaction is our priority. If you decide after the team leaves that you want changes, you will be required to pay for a second trial at full price.
- Please budget 1 hour - 2.5 hours for your consultation/trial.
- All services are non-refundable **Bride Initials** _ _ _ _ _

Liability

- All brushes, makeup products, and equipment are kept sanitary, and are sanitized between every makeup application. Any skin conditions or sensitivities **WILL** be reported by the client to the makeup artist **PRIOR** to application. A sample of makeup can be tested on skin prior to full face application. Client understands that if there is a reaction to hair or makeup products for anyone in their party, Edmonton Makeup Artists is not liable. **Bride Initials** _ _ _ _ _

Payment Terms

- The final balance is due on the day of the event, and **must be received in full prior to the artist leaving the premises**. Cash is preferred, and for some artists, e-transfers and credit cards will be accepted. Cheques are not permitted. Please consult with your team regarding this matter before the wedding date. The person who signs this contract is responsible for the entire balance owing, should there be any. No Exceptions. **Bride Initials** _ _ _ _ _

Agreement

I, _____, agree to have my appointments scheduled as needed, and agree to the prices and policies in this contract as applicable to my scheduled appointments. I understand and agree to the non-refundable retainer. I agree to pay the complete balance of my wedding party on the day of the wedding, including any members of my party who cancelled less than 2 months before the wedding, or who fail to provide payment. I understand and will comply with the cancellation policy as listed in this contract. I understand and agree that ALL services are non-refundable. This contract must be signed before any services are provided to the client.

Signature:

Date:
