



Evolve Salon Wedding Day Contract

Congratulations on your wedding! We are so excited to be a part of your day!!
Please look over this contract, fill it out and if you have any questions please don't hesitate to reach out.

Bride's Name: _____

Wedding Date: _____

Bride's Address: _____

Phone: _____

Email: _____

Referred by: _____

Sign below to allow your photos on social media sites and for advertising our business.

X _____

Photographer's name and email:

(So I can get permission to use photos and give proper credits)

INITIAL _____

Wedding Day Information:

Time hair needs to be completed by
(allow enough time for getting dressed, driving, and photographs)

Time: _____

Location of services on the wedding day:

- Salon
- Other (off-site)

Location: _____

Address: _____

Phone number to be reached day of event:(_____)_____ - _____

Services requested:

Checkmark services desired

We ask that you include the length so we can be sure to book the appropriate amount of time.

Length Guide:

XS = (**above** ears)

S =(**between** ears and chin)

M =(**between** chin and shoulders)

L = (**touching** shoulders)

XL = (**past** Shoulders)

XXL = (**past** middle of back)

<u>Names:</u>	<u>Hair Services:</u>	<u>Length:</u>	<u>Make Up Service:</u>
<input type="checkbox"/> Bride: _____	_____	_____	_____
<input type="checkbox"/> MOB: _____	_____	_____	_____
<input type="checkbox"/> MOG: _____	_____	_____	_____
<input type="checkbox"/> Flower Girl: _____	_____	_____	_____
<input type="checkbox"/> Age: _____			
<input type="checkbox"/> Maid of Honor: _____	_____	_____	_____
<input type="checkbox"/> Bridesmaid: _____	_____	_____	_____
<input type="checkbox"/> Bridesmaid: _____	_____	_____	_____
<input type="checkbox"/> Bridesmaid: _____	_____	_____	_____
<input type="checkbox"/> Bridesmaid: _____	_____	_____	_____
<input type="checkbox"/> Bridesmaid: _____	_____	_____	_____
<input type="checkbox"/> Bridesmaid: _____	_____	_____	_____
<input type="checkbox"/> Bridesmaid: _____	_____	_____	_____
<input type="checkbox"/> Bridesmaid: _____	_____	_____	_____
<input type="checkbox"/> Bridesmaid: _____	_____	_____	_____
<input type="checkbox"/> Other: _____	_____	_____	_____

INITIAL _____

We ask that you please...

- Please arrive 5-10 minutes before your start time to allow time for coffee or use of restroom if needed.
- Have EVERYONE come with clean dry hair - a day old is fine.
 - (If such cases arises with wet hair, a fee of \$50.00 will be added for drying hair **if** time permits, otherwise services will be forfeited and the charge for the upstyle will still apply) - some exclusions may apply for short styles or blow out - if someone in your party is interested lets us know when turning in your contract.
- Please wear button down shirts or robes as not to ruin your hair or makeup when changing.
- Please feel free to bring food and drink for your party's enjoyment. We provide coffee (and creamer), use of the refrigerator and microwave. **We do not provide clean up**, so please arrange to have someone responsible for cleanup.
- If you have any music requests let us know - we are more than happy to help you start your day off with your favorites.

Extra logistics for off-site services:

- Stylist(s) will arrive 15-30 minutes prior to the start time to set up.
- The bride is responsible for providing an area with chair(s) and a table or countertop and free of walk through traffic along with adequate electrical access and mirrors.
- Good lighting is a plus! This ensures makeup looks as natural as possible AND your photographer will thank you too :)
- Total payment of all services are due one week prior to event for services off-site.

INITIAL _____

Salon Policies:

- The bride must confirm and commit to the number of services stated previously as the charge will not be lowered for fewer people without a 30-day notice. **Conditions apply*
- For tardiness at off-site events, we offer a grace period of 10 minutes, after which that client is considered late. A fee of \$15.00 will be added for every additional 10 minutes late.
- Stylist will not be held liable for any injuries that should arise while on location.

Wedding Planners/Third Party Timelines:

We do not use a third-party timeline. Agreement of wedding times is determined between the client and stylist prior to the wedding date. Stylist times will be given to the wedding planner, photographer, etc (by the bride) for them to plan accordingly.

Non-Disparagement:

No false, disparaging comments will be posted by any client on any web or social media sites, message boards or via the internet including Facebook, Wedding Wire, & The Knot, etc.

This will result in court proceedings to recover any damages to Evolve Salon or any of their artists.

Clients will also be responsible for all attorney fees.

INITIAL _____

Fee Details:

Deposit:

A deposit of \$100.00 is due with your contract to hold the date of the wedding. This is non-refundable should the contract be terminated after 24 hours of signing said contract. After completion of the services the deposit (\$100.00) will be applied towards bridal services.

Travel fee for off-site events:

A \$100.00 fee per stylist is assessed when traveling. Total payment of all services are due one week prior to event for services off-site.

Touch-ups on hair and makeup services for off-site events:

For off-site events, if a bride wants a stylist to stay and do touch-ups a fee of \$50.00/hour will be assessed. Touch-ups additional services must be requested and agreed upon between stylist and bride 30 days prior to event with final confirmation two weeks prior to event.

Bridal Hair Trial & Hair Day of:

Bridal hair (includes trial & day of): \$150.00*

Bridal makeup (includes lashes, makeup trial & day of): \$130.00*

**Bridal total to be paid at the time of trial*

A trial is required for the bride only. Trial must be booked at least 30-60 days in advance; otherwise the stylist can not guarantee availability for your desired date of the trial. The bridal hair and makeup total is to be paid after the trial is complete and all parties are satisfied.

We often have brides book trials on the bridal shower or bachelorette party day. The stylist will often not use finishing products (example heavy hold hair spray) on the trial date as this makes it impossible to change if you are unhappy with the first style. For this reason, a trial style can be expected to last only a couple of hours as finishing products are not used as the style is being created, but may be used at the end if desired. - Don't worry on the day of, we can make sure your hair isn't going anywhere.

Since the trial is about finding your perfect look, we appreciate honesty with the stylist during your trial - **the stylist's job is to make your day wonderful and stress-free!**

For a makeup trial, we create an eyeshadow look, match foundation, and find your perfect lip color. Full makeup is not included as part of the trial but can be purchased for an additional \$30.00 if desired.

If a second or third trial run is needed they will be performed at a rate of \$50.00/each. Please bring your veil and all hair accessories to trial run with you.

INITIAL _____

Wedding Day:

- The bride agrees to pay in full the total amount due based on the wedding day services requested on this contract.
- For in salon services, payment must be made and paid in full the day of event.
- For off-site services, payment must be made and paid in full one week prior to the event.
- The total fee is due to the salon as described, regardless of internal arrangements between the bride and the others receiving services.
- The payment can be cash or card - no personal checks will be accepted.
- There is a \$500.00 minimum for services off-site.
- Destination weddings: will be discussed on a case by case basis.
- Holidays/holiday weekends: an additional \$100.00 per stylist will be added to the total for holidays and holiday weekends.
- Early call times: for times starting before 8:00 am a fee of \$50.00/hour per stylist will be added to the amount due.
- \$700.00 minimum services is required if bridal party wishes to have the salon closed to other customers during their event.
- Gratuity is not included but always appreciated.

Price of hair services is as follows:

Bride hairstyle - \$150.00

Bridal party hairstyle - \$100.00 per person

Flower girls (7 & under) - \$50.00 per person (older than 8 and up is considered bridal party)

Makeup services:

Bridal makeup - \$130.00

Bridesmaid or Mother of Bride/Groom makeup - \$100.00 per person (includes lashes if desired)

Payment due at trial date:

Bridal Hair & Make Up - \$150.00 + \$130.00 respectively

Travel Fee - \$100.00 per stylist (if applicable)

Note: All off-site services payment to be paid in full one week prior to event

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Evolve Salon
327 5th St., Lincoln, IL 62656
217-732-2206

Termination of services:

The stylist can terminate services if the environment is hostile, profanity is used towards the stylist, or the use of illegal drugs/substances is in use.

For cancellations, written notice (email is acceptable) must be received 30 days prior to the scheduled event. If this occurs, the bride will not be responsible for any service cost minus the \$100.00 non-refundable deposit. The bride/individual signing will be the only person permitted to make changes to or terminate this contract.

The contract and deposit (\$100.00) are due before the date can be reserved. The salon may hold the date for 15 days on good faith - this gives the bride time to fill out and go over the contract. If the contract is not completed within 15 days, the date will be released and made available on a first come first serve basis.

Should the stylist have a personal emergency that prevents her from performing services as agreed, all efforts will be made so that a replacement stylist will be present to perform the contracted services. Should an emergency occur so last minute that no stylist can be made available all fees, date held and trial will be refunded.

"I, _____ (Print Name) understand and agree to all the conditions stated in this contract".

Bride _____ Date: _____

Stylist _____ Date: _____

Total Due:\$ _____ (payment in full on day of event)*

**If off-site total due one week prior to event*

INITIAL _____

Checklist:

	<u>Completed</u>	<u>Date</u>	<u>Other Info</u>
● Contract sent	<input type="checkbox"/>	_____	_____
● Signed contract / \$100 deposit	<input type="checkbox"/>	_____	_____
● Trial hair & make scheduled (30-60 days)	<input type="checkbox"/>	_____	_____
● Bridal hair & make up payment(\$150/\$130)	<input type="checkbox"/>	_____	_____
● Travel fee (\$100) if applicable	<input type="checkbox"/>	_____	_____
● Off-site total services (7 days prior)*	<input type="checkbox"/>	_____	_____
● Event - payment in full*	<input type="checkbox"/>	_____	_____

**No checks*

INITIAL _____