



610.554.9632

1507 Route 209, Suite 103
Brodheads ville, PA 18322

THANK YOU FOR YOUR INTEREST IN BEHIND THE VEIL, llc

Please carefully review this bridal contract. Please note all important text in bold print. In order to hold your day, this contract must be completed and submitted with a non-refundable fee of \$100. The complete balance for your wedding party is due no later than Thirty (30) days before set event date (details on page 2). Once this contract is completed, signed and sent back with retainer fee, your date will be held.

Behind theVeil, llc looks forward to working with you and your wedding party.

Thank You and Congratulations!

Bride's Name _____ Brides Phone Number _____

Groom's Name _____ Groom's Phone Number _____

Email _____

Mailing Address _____

Date of Wedding _____ Wedding time: _____

Day of Contact Number _____

Location Where Services will be Rendered - _____

Time Bride Must Be Finished _____ Time Bridal Party Must Be Finished _____

*If using a planner please provide their Name and Email Address

THE CONTRACT

will be signed by the person booking services for a particular session, and will specify the location, date, time, number of persons receiving makeup and hair services. Due to the possibility of schedule conflicts, additional makeups added after contract signing or changes made to the location, date and time of event will be done at the sole discretion of Behind the Veil, llc. This contract is the only agreement between the person(s) booking/contracting the services _____ [hereafter referred to as Client(s)] and Behind the Veil, llc.

SERVICE OUTLINE

Once contract and deposit are received, Behind the Veil, llc will send a service outline document. Document will detail client(s) preference in services for said event. Providing Artist availability, you may continue to edit services before and after the Security Deposit is made, up to 10 weeks prior to the wedding day. Inside of 10 weeks, you may no longer cancel any services without charge. **Any cancellations must be done 10 weeks prior to the event or payment for cancelled services will be due in full.**

10 weeks out, Service Outline is due: _____

Initials _____

I understand after the 10 week mark, services are no longer able to be cancelled without being charged for.

PAYMENT

A fifty (50) percent deposit of contracted services listed in the service outline is due three (3) months out from the event as one payment - no exceptions. These monies are nonrefundable. The remaining balance of the bride and bridal parties total services are due thirty (30) days prior to the event as one payment - no exceptions. If person(s) who has signed the booking contract and are responsible for payment of services are unable to make payment, the contract will be considered null and void and the monies collected up to this point are relinquished/non-refundable. The person(s) responsible for the entire balance of payment is the person(s) who has signed the booking contract. Individuals of the bridal party are responsible for their payment of services, if unable to pay, the payment will be the responsibility of person(s) who has signed the booking contract. **Payable by electronic payment via your online invoice ONLY.**

12 weeks out, 50% deposit of services: _____

Initials _____

I understand a 50% deposit is required at said day for services contracted thru Behind the Veil Events, llc.

30 days out, remaining balance due: _____

Initials _____

I understand a 50% deposit is required at said day for services contracted thru Behind the Veil Events, llc.

SERVICE MINIMUM REQUIREMENT

There is a minimum service requirement of 6 services for Fridays, Saturdays & Sundays - year round.

OTHERS IN WEDDING PARTY REQUIRING SERVICES:

*please note that this is just a rough outline of who will be receiving services, your finalized service outline is not due until six (6) weeks before the wedding date. This rough draft allows us to begin to plan a timeline as well as make sure we have the appropriate amount of stylists booked for your day.

What services is the Bride considering? Hair____ Makeup_____

How many Bridal Party Members/Family Members are considering services? ____

How many for hair? ____ How many for makeup? ____ Flower Girl Hair? ____

To ensure our kits are packed with proper foundation shades for each party member, please elaborate on your members skin tones:_____

Please list any allergies the bride or bridal party may have: _____

BOOKINGS: To secure a date, a signed contract is required with a \$100 deposit due at the time of signing. The deposit is non-refundable and non-transferable. Please be advised, dates and scheduled makeup and hair times will only be reserved when a signed contract and deposit are received.

BOOKING TIMES: Contract will contain a start time and end time initialed and approved by client. Each makeup/hair requires a certain length of time to be finished and is not to exceed time limit. When reserving your date, book accordingly. Any additional makeup/hair appointments need to be available at the scheduled time of said appointment in order to not break the contract. All makeup/hair for more than one person must be at the same location and consecutive in time (no gaps in between).

EARLY TIME FEE: A \$100 fee will be charged for booked appointment times before 6:00am and a \$50 fee will be charged for booked appointment times before 8:00am.

DELAYS: A late fee of \$50 will be charged for every 15 minutes of delay when a client is late for the scheduled time, or if scheduled makeup exceeds allotted time because of client delays. Contract will state the times late fees will begin and the amount charged and will be initialed and approved by client.

DOUBLE BOOKING CLAUSE: Due to potential scheduling conflicts, if any person not available for an appointed booking time, then his or her makeup/hair may be cancelled (at the sole discretion of the artist) and all monies are non-refunded.

SATISFACTION GUARANTEED: Makeup/hair will be completed to client's satisfaction, but is not allowed to exceed allotted makeup/hair time. Ample time is given for each makeup/hair upon booking. Acceptance of completed makeup/hair application by client is acknowledgment by client that makeup is done to his/her satisfaction.

CANCELLATION: All deposit monies paid by client will be refunded if contract is cancelled within three (3) days of contract signing. After the three day grace period, should a client cancel the booked event or any service on a contract, the deposit will not be refunded or transferred. If stylist cancels at any time or is unable to perform her duties for any reason, 100% of the deposit paid will be refunded by check within two (2) weeks. Client agrees that the refund of 100% of the deposit is the only liability to Behind the Veil, llc and employees, and agents. If an "ACT of GOD" such as a hurricane, flooding or any other natural disaster takes place during scheduled event date, resulting in a complete cancellation of the event - 100% of monies will be credited back to client.

SERVICE LOCATION AND REQUIREMENTS: Location of service for the day-of-event will be at the discretion of the client, but there are certain requirements the makeup artist needs to complete the makeups. A "set up" table/work area needs to be made available for the makeup artist at said location. Ample lighting, whether by means of natural light or by lamps, is necessary for services to be performed.

PROCESSING FEE: Clients are charged a 3.5% processing fee on all payments. The fee is assessed any time you choose to pay using a credit card, debit card or bank account. Monies are only payable thru Square online invoicing or Venmo. **We do not accept checks.**

PARKING FEES: Where parking, valet or toll fees may be incurred, the amount will be due for payment on the day of the event.

TRAVEL FEE: A mileage fee will be charged for locations outside of Brodheadsville (18322). The amount will be determined at time of inquiry.

GRATUITY: We include a 20% service gratuity to invoicing. Past Brides have expressed this helps simplify the transaction process, as wedding day can be stressful and sometimes a bit chaotic.

LIABILITY: All brushes and makeup products are kept sanitary and are sanitized between every makeup application. Makeup products used are hypoallergenic. Any skin condition should be reported by the client to the makeup artist prior to application, and, if need be, a sample test of makeup may be performed on the skin to test reaction. Client(s) agree to release makeup artist, Behind the Veil, llc, and all employees and agents from liability for any skin complications due to allergic reactions.

SEVER-ABILITY: If any provision or provisions of this Agreement shall be held to be invalid, illegal, unenforceable or in conflict with the law of any jurisdiction, the validity, legality and enforceability of the remaining provisions shall not in any way be affected or impaired thereby.

USE OF IMAGES: Behind the Veil, llc may use on its website - and/or in any brochure, flyer or other advertising it deems necessary - any and all photographs, video, audio and any other digitally stored media that is captured or recorded by Behind the Veil, llc and any and all of its representatives or agents. Client(s) agree to release any and all claims regarding use of his/her image for such purposes. Client(s) also agree to release name and contact information of professional photographers and/or videographers used for recording any event for which Behind the Veil, llc has been contracted to do makeup/hair. Client(s) agree to release to Behind the Veil, llc use of said photographer's/videographer's photographs and recordings.

Photographers Contact Information:

BEFORE SIGNING YOUR CONTRACT - PLEASE MAKE SURE YOU HAVE READ OVER EACH CLAUSE AS THIS IS A LEGALLY BINDING CONTRACT.

I, _____, agree to have my appointments scheduled as needed and the prices and policies listed in this contract as applicable to my scheduled appointments. I understand and agree to the non-refundable deposit to secure appointments for my party. I agree to pay the complete balance for my event on the day of the appointment listed in this contract. I understand and will comply with the cancellation policy. I understand that no refund will be given for members of the scheduled event who miss their appointments on the day of the appointment. I also understand that I am responsible for the balances from any members of my party who fail to provide payment.

I agree to the terms and conditions of this contract:

Name

Signature

Date
