

Date:

Name:

Street:

City/State/Zip:

Phone:



Thank you for considering House of Style for your upcoming wedding. I look forward to working out all of the fun details.

Enclosed is a copy of the "Service Agreement" for \_\_\_\_\_.

Please review the agreement carefully, and return it to the salon, along with a \$150.00 deposit/booking fee as quickly as possible.

**All events are tentative, and subject to cancellation, until the signed agreement and deposit are returned.**

Please call or stop by if you have any questions.

Thank you,

*Sarah*

Sarah Brand  
Owner/Stylist

House of Style Hair Salon  
4001 St. Rte. 159, Suite 106  
Smithton, IL 62285  
618-236-WOW U  
[www.styleinsmithton.com](http://www.styleinsmithton.com)

Enclosure

We are thrilled you are considering House of Style for your special day! It will be our pleasure to help make your Wedding Day beautiful.

Many Brides book their wedding parties months, even up to a year in advance. And Saturdays are typically a busy day in the salon, even without an additional wedding party. So with that in mind, we suggest you schedule your Aisle Trial and confirm your wedding date as early as possible.

## Save the Date

**A deposit of \$150.00 is required to hold an afternoon or morning Bridal Session.**

The deposit increases to \$300.00 when more than four (4) hours is requested or necessary to accommodate your Bridal Party.

**This Non-Refundable deposit will be credited to your final balance.**

Please assign one person to be the coordinator for your Wedding Party. This will be the one person we contact with final preparations and scheduling confirmations. It is the Bride's responsibility to have the balances paid on time. **One payment, in the form of cash, Mastercard or Visa, should be made for the deposit before your wedding date is booked, and the final payment 30 days prior to your Wedding Day.** This payment can be made over the phone with a credit card to save you any additional trips to the Salon. This reduces confusion and removes the transaction time on a day we want to keep you on time, and stress free.

All final decisions for services, and a confirmed guest count, should be provided 30 days prior to your Wedding Day. Any remaining balance is due at this time. All communications should be made in person, or over the phone. Signed service agreements/contracts are binding.

On your big day, relax knowing your Bridal Party will enjoy pampering and beautiful styles.

House of Style requires the Bride to schedule and attend an Aisle Trial session with her assigned stylist and/or makeup artist. It is also required that the Bride provide her veil/headpiece, photos of her dress, photos of preferred hairstyles, and a digital camera for this trial appointment.

On your Wedding Day, please arrive promptly. We believe time is of the essence and we do not want our guests to be rushed on their special day. Late or damp/unprepped arrivals will be assessed an additional fee.

Please DO NOT shampoo or condition your hair the day of your scheduled appointment. The style will maintain its shape better if the hair is not fresh and squeaky clean. We recommend shampooing the day before, with minimal conditioning if any, and preferably in the early afternoon and prep with our favorite Awapuhi Wild Ginger HydroWhip Crème. Then, allow it to air-dry naturally. And, be sure to wear a button down shirt for your appointment.

Here are some suggestions and guidelines to help you prepare for your wedding!

### 6 Months – 1 Year

- As soon as you choose a wedding date, please call the salon to reserve your day, and quickly return your signed Bridal Contract along with the deposit fee.
- Determine how many members of your family and wedding party would like our services, and have them scheduled accordingly.
- Finalize the list of services your Bridal Party would like to enjoy at the salon, and when you'd like to schedule them.

### 3 Months – 6 Months

- Begin dreaming about what you wish to look like! Plan for your veil, jewelry, makeup, hair color, and the style you'd like to wear. Start looking for photos to show your stylist.
- Reserve your hair appointments from now through the day of your wedding to ensure your cut and color are fabulous on your special day!

### 2 – 4 Weeks

- Your final cut and color appointment should be done within this time frame.
- Bring your headpiece and veil to your consultation. Please remember to have your veil steamed to remove all wrinkles and keep in a safe place.
- Please wear a white blouse, or color that is similar to your gown, to your consultation. This will help balance colors for your makeup as well.

### On Your Wedding Day

- Remind everyone getting hair services to arrive with clean, DRY, hair.
- If you're receiving makeup services, please come in with a clean and moisturized face.
- Bring Waterproof Mascara, Lipstick/Gloss, your headpiece and veil, and anything your Bridal Party should wear as well.
- Remind everyone to wear a button down shirt to keep hair and makeup looking great!
- Most importantly, sit back and relax, and enjoy your special day.

### **Other Things To Consider**

Your Wedding Day should be everything you've always dreamed of. And in years to come, we want you to be able to look back on your photos with wonderful memories of this joyous event. We have helped many Brides create a stunningly beautiful day for herself, and her closest family and friends. Of course, over the course of many years, we've also been made aware of some members of the Bridal Party or guests attending the wedding who could have also benefitted by our services... We would like to reach out to your friends and family, in an effort to create the most beautiful wedding day photos for you.

Please provide us with the names, and addresses, or e-mail, of anyone you feel would enjoy our services. Whether that includes your Groomsmen, Grandparents or general guests, we will send them an invitation to join us at House of Style prior to your wedding and give them the Star Treatment!

A few key people to keep in mind as you plan for your Wedding Day might include: Your Groom, The Father of the Bride, Grandparents, your future In-Laws, your flower girl & ring bearer, the Best Man and Ushers, too!



# Service Agreement/Contract

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1. SERVICES: House of Style reserves the right to substitute a stylist in the event of sickness, act of God, or other reason beyond our control. Your Bridal Package will consist of:

Upstyle Services for (\$40.00) X \_\_\_\_\_ Attendants = \$ \_\_\_\_\_

Makeup Services for (\$30.00) X \_\_\_\_\_ Attendants = \$ \_\_\_\_\_

Shellac Polish Services for (\$25) X \_\_\_\_\_ Attendants = \$ \_\_\_\_\_

Additional information:

2. AMENITIES: We offer to provide your Bridal Party a "Meal Package" option. This requires a \$75 deposit and any additional charges will be due 30 days prior to your Wedding Day with your final payment. If you wish to serve your Bridal Party any alcoholic beverages, it is your responsibility to monitor quantity and reactions.

- 3 LOCATION: Your Wedding preparations will take place at the following location, if not at Salon:

Wedding Venue: \_\_\_\_\_ Reception Venue: \_\_\_\_\_

Street Address: \_\_\_\_\_

Emergency Contact Info: \_\_\_\_\_

- 4 Date & Time: Your Wedding will take place on \_\_\_\_\_.

The Bridal Party will need to be ready, *at the earliest*, by \_\_\_\_\_.

Each Bridal Party participant must be on time for the agreed upon appointment.

*House of Style reserves the right to assess a \$30 late fee for every 30 minutes a person is late.*

- 5 PAYMENT: In full consideration for all services rendered by House of Style, the Bride agrees to make the following payment schedule.

- Deposit/Booking Fee: A \$150.00 deposit is required to reserve your booking for your Wedding Day. Payment in the form of Cash, MasterCard, or Visa is accepted.
- Balance: The Bride will pay the remaining balance, in the amount of, \$ \_\_\_\_\_ 30 days prior to the event \_\_\_\_\_.
- Travel Fees: If the venue is more than 10 miles from House of Style, a \$50 convenience fee will be added, as well as a \$2 charge per mile – round trip.

- 6 CANCELLATION: In the event the Bride cancels any scheduled services, for herself or any member of her Bridal Party, less than 30 days prior to your Wedding Day, either verbally in

person, or in writing, the Bride will surrender the deposit paid to House of Style. If a cancellation occurs more than 30 days prior to your Wedding Day, a 50% refund of the deposit, and any other additional payment will be refunded to the Bride.

- a. In the event of a 'double booking' on your reserved Wedding Day, House of Style reserves the right to send a qualified guest artist of its choosing to the secondary scheduled event, by the date on the signed contract.

7 MISCELLANEOUS:

- a. This Service Agreement/Contract is set forth for the entire arrangement and agreement between the Bride and House of Style. It will be honored by laws in the state of ILLINOIS, without regard to principles of conflict law. In any action or proceedings involving a dispute between the Bride and House of Style arising from this contract, the prevailing party will be entitled to receive from the losing party reasonable attorney fees.
- b. House of Style will not be responsible for allergic reactions caused by any products used.
- c. Any photos taken at House of Style belong to Sarah Brand. If your Photographer will be joining us in the Salon, please provide contact information: \_\_\_\_\_

House of Style, and the Bride, have each read and agreed, and this service agreement is to be signed by its duly authorized representative.

I, \_\_\_\_\_, have read and fully understand all the above terms and conditions. I agree with them, and consent to them, as stated above.

\_\_\_\_\_

Bride's Signature

\_\_\_\_\_

Date

\_\_\_\_\_

House of Style

\_\_\_\_\_

Date

For Salon Use Only:

VISA/MC Card # \_\_\_\_\_ EXP \_\_\_\_\_ CODE \_\_\_\_\_

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