



Bridal Agreement/Contract | Terms & Conditions **www.nicolewmakeup.com | info@nicolewmakeup.com**

Bookings:

Your appointment date(s) and service(s) will be secured when the signed contract and non-refundable deposit is received. Deposit amount is determined by the artist, and is based on the total quote or package price. Availability changes instantaneously, early booking is highly recommended. No dates will be guaranteed without a signed contract and deposit. If you hand in your deposit before your contract or vice versa; your date will be held for one week. Should you not hand in both requirements within a week, your date will be lost, deposit will not be refunded and your contract will become void; if your date is still available you may rebook. Once we have both your signed bridal contract and deposit, your date will be completely secured. Remaining balance is due the day of the wedding before services begin or earlier at your convenience. Prices are subject to change as styling needs change, services are added, other fees are required or travel distance change. Prices do not include gratuity. We accept cash, EMT (email money transfer), cheque and Master/Visa credit cards. The Bride/ person signing the contract will be responsible for the total fee of the purchased package or quote (herself and her party) and may permit only one other to authorize/submit any changes and arrangements for the wedding party. Changes made by anyone other than the individual signing or listed on this contract are not allowed and considered invalid.

Cancellations:

All deposit monies paid by client will be refunded if contract is cancelled within three (3) days of contract signing and date. After the three-day grace period, if client should cancel the booked event, the deposit will not be refunded or transferred. If contract is cancelled 60 days (eight weeks) prior to wedding date booked or closer, 50% of the remaining balance will be charged on top of lost deposit and is due 7 days prior wedding date. If cancellation fee is not received before the wedding date, then 100% of the balance is due. You have 14 days from the time this contract was dated to cancel any individual services for bride and bridal party, which must be requested in written form (email or by postal mail); text messages will not be accepted for cancellations or added services. After the 14 days, prices are locked in. You may still wish to omit services after the 14 days however the balance will remain the same and payment for omitted service will still be required. If you booked your wedding 30-60 days prior to your wedding date, services are locked in immediately and full balance is due whether services are used or not. If artist cancels at any time or unable to perform her duties for any reason, 100% of the deposit paid, will be refunded by cheque within two weeks and efforts will be made to assist you in making other arrangements. Client agrees that the refund of 100% of the deposit is the only liability to artist(s) of Nicole Webster Makeup. ***All Cancellations or additional services must be submitted in written form (email or letter by mail)**

Relationship of parties:

This contract is an independent contractor relationship between artist and client. The conduct and control of the work will lie solely with Nicole Webster/Artist(s).

Payments:

The final balance is due on the day of the event as one payment before services are performed – no exceptions. If bridal party is paying for their own individual services, please arrange to collect everyone's payment before hand and have it ready as one payment. If bride finds it more convenient to pay the remaining balance in full a couple days or weeks before wedding date, that may be arranged. The person(s) responsible for the entire balance of payment is the person(s) who has signed the booking contract. Acceptable forms of payment are: Cash, Credit, cheque payable to Nicole Webster two weeks in advance to be cleared or EMT (email money transfer); which must be sent and accepted before services begin. A 10% Gratuity is welcomed and much appreciated.

Returned Cheque:

If any cheque is returned by the bank for non-sufficient funds (NSF) a \$40 fee will be charged and a 5% interest per everyday delaying payment of final balance. Any booking made under such circumstances, (NSF), is subject to cancellation and any deposits paid will be forfeited.

Minimum Policy:

On location services require a \$250 minimum before travel fee and taxes. For services provided outside of Calgary, please refer to destination weddings.

Delays:

A late fee of \$1 per every minute of delay when a client(s) is late for the scheduled time. (This also applies to on location services, party must meet Artist at desired location at the time scheduled). Tardiness results in scheduling and service conflict for you and other clients following your appointment(s). If a wedding party is late for the scheduled service appointment time(s) and notifies us of a new arrival time, Artist may or may not be able to accommodate the new arrival time and the client will be charged a late fee. If the scoop of the original contract cannot be fulfilled due to tardiness, services may be reduced; however, clients are liable for the original balance amount.

Additional Services/Overtime/Fees:

Additional services may be added to contract at any moment, if time permits; overtime services and special service request such as tattoo covering and body acne/scar covering, will be charged accordingly. If you signed the contract for on location services for the bride only and later decide to add a bridal party; your bridal price may be decreased if changes were made within the 14-day period and if you add three or more persons in your bridal party. Touch up service is provided on wedding day for bride and bridal party between services if spare time is available through out scheduled time

booked. For touch up service after completion, there will be a cost of \$100/hr, even if the full hour is not used. Should call time start earlier than 6am, there will be a \$100 cost per every hour prior to 6 am. Should you require additional artist(s) on hand, there will be a \$150 fee per artist booked, to cover travel time, set-up/pack-up time, supplies and travel fee within Calgary. Most makeup and hair services will take 45 minutes to an hour to complete; should your service require more time, there will be a charge of \$50 per every 30 minutes. Blow drying service not provided, all styles are done on dried hair. Should your hair be wet and you need to blow dry your hair at time your service is suppose to start, you will be considered late and charged a late fee. A trial run will take 1.5 hours per service to complete, should we go over time or you would like to try a second look, you will be charged an additional \$50 for every 30 minutes.

Travel Fee:

Travel fee within and outside of Calgary is at the discretion of the artist, and is based on means of travel, location and length of time to and from desired location. Airfare & accommodations: All cost for travel to destination weddings, are to be paid by client. Cost may include but are not limited to: airfare, hotel, transportation and parking.

Liability:

Makeup/hair Artist shall provide Services with reasonable care and skill. Artist shall perform the Services promptly on the date and time agreed. All makeup brushes, makeup products and hair tools are kept sanitary and are sanitized between every client requiring services. Makeup products used are high quality, hypoallergenic and safe for sensitive skin. Any skin conditions should be reported by the client to the 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 the artist(s) from liability for any skin complications due to allergic reactions.

Time Required Per Service:

Bride makeup application 1 hour, bride hair styling 1 hour, bridal party makeup application 30 minutes' minimum, bridal party hair styling 30 minutes' minimum. Member(s) of bridal party may need 1 hour to completely a service depending on styling needs. A start time and end time will be determined and approved by the client. The Makeup Artist(s) will arrive 20 minutes prior to scheduled call time to set up work area and accept final balance payment.

Service Schedule:

A couple of weeks before wedding date, you will be sent a schedule via email, outlining time and order in which services will be completed. This allows artists to have proper bathroom/food/drink breaks once or twice out of scheduled time; it also ensures that bridal party is organized and ready on time. The bride will be first on the schedule to have her services completed, unless requested to have her services done later. We require the names of everyone in the bridal party and any guest who are having



services done. You will be emailed the schedule for approval; at that point you can make changes regarding order of services and time required to complete a service.

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 artist needs to complete the services. A “set up” table/work area needs to be made available for the artist at said location. Ample lighting whether by means of natural light or lamps, is necessary for services to be performed properly. A barstool/chairs is requested. Artist(s) may also come prepared with lighting and chair(s) but we ask for bride to prepare a set up area as well for safe measure. Artist(s) will arrive 20 minutes prior to time scheduled for setup.

Satisfaction Guaranteed:

Services will be completed to client’s satisfaction, but is not to exceed allotted makeup and hair time. Ample time is given for each service upon booking. Acceptance of completed service by client is acknowledgment by client that service provided is done to his or her satisfaction.

Special Requirements and Suggestions for Bride and Bridal Party

- Please arrive on time to avoid late fees and service conflicts.
- Hair should be freshly shampooed, dry and product free (leave in conditioner is allowed)
- Bride is encouraged to have a consultation/trial prior to the wedding day. If any bridesmaids or guests are the slightest bit particular or unsure of makeup, they are encouraged to have a consultation/trial to ensure satisfaction on day of wedding. They can also bring a photo of something they like and we will do our best to accomplish it. The wedding days is not the time for a personal consultation. Minor changes to styles can only be done if time permits.
- If on location, please have work area clean with table and chairs and good lighting ready for artist arrival.

Additional Makeup for Touch-ups:

Lipstick, lip gloss, blush & powder, will be available for purchase on wedding day for anyone that would like to have these items for touch ups.

Thank you! For choosing Nicole Webster Beauty & Wellness

On behalf of Nicole Webster Beauty & Wellness, we look forward to hosting your wedding party for your big day! At NW Beauty & Wellness, we ensure excellent service, quality cosmetics and a welcoming, friendly team. If you have any questions or if we can better serve you, please contact us.

Sincerely
Nicole Webster – Beauty & Wellness Director



Please photo copy for your records and submit all original forms to the following address:

Nicole Webster Beauty & Wellness
8 Deerfield Villas SE
Calgary, AB
T2J 6V4

I _____ have read, understand and agree to the terms and conditions of this contract. I understand that any breach of this contract may result in legal actions. Deposit payment is due within one week of submission of this contract.

This contract is entered into on the _____ day of _____, 20____ and is the only agreement between (print name) _____ [hereinafter as the "client"] and Nicole Webster Beauty & Wellness.

Signature: _____ Title (bride, MOH, mom, etc) _____

Bridal information

Bride`s name: _____ Groom`s name: _____

Address: _____

City: _____ Province/state: _____ Country: _____

Zip code: _____ E-mail: _____

Home # _____ Cell # _____

Wedding information

Wedding date: _____ Wedding Venue: _____

Ceremony location: _____

Reception location: _____

Time of ceremony: _____ Time of pictures: _____ Time party to be ready by: _____



Wedding coordinator information (if applicable)

Business name: _____

Contact name: _____ Number: _____

Contact email: _____

Photographer/videographer information (if applicable)

Business name: _____

Contact name: _____ Number: _____

Contact email: _____

Location where bride, bridal party and Artist(s) will meet to complete services on day of wedding:

Will you be having your services done in the NW Studio? Yes _____ No _____

On Location: House, Hotel, Other _____

Address _____

City: _____ Province/State: _____ Country: _____

Postal Code: _____ Phone # _____ Website _____

Destination wedding

Location _____ Domestic _____ Overseas _____

_____ of days requesting artist(s) for # _____ of artist booked

Authorized Contact Person

Alternate/authorized name _____

Alternate/authorized contact # _____

Alternate/authorized email _____

Print name: _____ Signature _____



Price Chart

Bride Services	Bridal Party Services
<p><u>Bridal price with bridal party of a minimum of 2 for on location services; or services provided at NW Studio.</u> Makeup Trial.....\$125 (more info on what it entails below) Hair Styling Trial.....\$125 (more info on what it entails below) Bridal Rejuvenating Facial.....\$100 (provided on day of wedding, more info below) Standard HD wedding Makeup.....\$100 (lashes included more info below) Advanced HD glam wedding makeup....\$150 (lashes included, more info below) Wedding day Hair Styling.....\$100 (optional styling with extension included. More info below)</p> <p><u>Bridal price for bride with no bridal party, for on location services</u> Consultation/Trail.....same as above Standard wedding makeup....\$200 Advanced HD wedding makeup.....\$250 Wedding day Hair Styling.....\$200</p>	<p>Makeup Trial.....\$100 (more info on what it entails below) Hair Styling Trial.....\$100 (more info on what it entails below) Wedding day Makeup.....\$75 Wedding day Hair Styling.....\$75 (additional \$30 for styling with extensions) Lash application.....\$10</p> <p>Junior Bridesmaid/Flower Girl Service</p> <p>Junior bridesmaid (age 8-16) Wedding day Makeup.....\$50 Wedding day Hair Styling.....\$65 (additional \$30 for styling with extensions) Lash application.....\$10 Flower Girl (age 3-7) Wedding day makeup.....\$30 Wedding day Hair Styling.....\$45</p>
Bridal Packages	Groom & Guest Services
<p>Glamour bridal makeup package \$600 Luxury bridal makeup and hair package \$1,000</p> <p>More information below of what these packages consist of.</p>	<p>(friends, parents, family that are not apart of the bridal party) Wedding day mens grooming.....\$60 (more info on what it entails below) Guest Wedding day Makeup.....\$75 Wedding day Hair Styling.....\$75 (additional \$30 for styling with extensions) Lash application.....\$10</p>

Standard vs Advanced bridal makeup

Standard bridal makeup are classic, soft, naturally enhanced beauty looks. Advanced bridal makeup looks are for those looking for a more edgy bridal look, with heavier smoky eyes, shimmer, more prominent contours, etc and for traditional makeup looks, i.e east Indian, Asian, Nigerian, etc.

Bridal Rejuvenating Facial

This gentle rejuvenating facial was designed to give the bride glowing, fresh, nourished skin before makeup application. Treatments include, gentle deep cleanse, light exfoliation, massage, steaming, botanical firming mask, softener and treatments to firm, brighten and smooth the skin. This facial takes approximately 1.5 hours.

Destination Weddings

Beauty standards are different around the world; bring with you an artist you can trust to create the beautiful look and hair style you desire. By doing so you can rest assured that there will be no last-minute surprises. Book a consultation/trial and together you and the artist will create that flawless, stunning look, which we will then replicate on your big day!

Upon availability and at my discretion, for out of Calgary/destination weddings that require me to be away from Calgary for at least one full day, the following destination booking rules apply:

- for each day that I am required to be gone from my studio, client agrees to pay \$1500 daily minimum. Holidays and Holiday weekends/ long weekends are \$2000 per day. These rates are inclusive of all services, meaning the flat rate includes as many services as you need for each day I am hired, adding up to the amount paid.
- If the client requires bridal beauty services in one day that totals to greater than the \$1500 minimum daily rate, i.e. larger parties, additional services, additional artist(s), evening service for reception, etc.; the client agrees to pay whichever total is greater.
- In addition to the minimum daily rate, the client agrees to pay for flights, or any other means of transportation i.e. personal car, cab service, etc. to and from the destination/out of Calgary wedding; as well as accommodations for each night of required travel. Any taxes or fees at customs.
- the client acknowledges that international travel brings with it the possibility of delays, and that artist(s) have no liability if late due to factors outside of their control (i.e. cancelled flight, extreme weather).
- Two-day minimum for destinations within 4 hours travel distance, 3 days' minimum for domestic destinations within 6hours travel time, one week minimum for overseas (this includes travel days).
- The client agrees to provide a minimum deposit of 30% to confirm their booking for destination wedding services. You have a three-day grace period from date of signed contract to cancel this service and receive your deposit back. After the three-day grace period, all deposited monies are non-refundable.
- The final balance will be calculated using the rules above and due before the first service begins for the destination wedding.

- Hotel/Flight booking, prepay confirmations are required prior to my departure from Calgary.

All destination weddings are different; please contact us for a custom quote done for your special event.

Glamour Bridal Makeup Package:

- Bridal makeup trial
- Rejuvenating bridal facial (on wedding day before makeup application, the ultimate relaxation and skin prep for makeup)
- Standard or Advanced HD bridal makeup application (lashes included)
- Glam touch up kit (includes several full size products, great for traveling with on your honeymoon)
- Unlimited calls and emails with artist (emergency after hours calls included)

Luxury Bridal Makeup & Hair Package:

- Bridal makeup & hair trial
- Advance HD bridal makeup application (lashes included) at your destination
- Formal bridal hair styling (extensions may be incorporated) at your destination
- Assistance with accessories/veil placement
- Rejuvenating bridal facial (on wedding day before makeup application; the ultimate relaxation and skin prep for makeup)
- Luxury Touch up kit (includes several full size products; great for traveling with on your honeymoon)
- Unlimited calls and emails with artist (emergency after hours calls included)



Please indicate with a number (#) how many will require requested services.	
Bride Services	Bridesmaid Services
Makeup trial _____ Hair trial _____ Both _____ Wedding day makeup _____ Wedding day hair styling _____ Rejuvenating facial _____	Makeup trial _____ Hair trial _____ Both _____ Makeup application _____ Hair styling _____
Junior Bridesmaids/Flower Girl Services	Groom/Guest Services
Junior bridesmaid Makeup trial _____ Hair trial _____ Both _____ Makeup application _____ Hair styling _____ Flower girl Makeup trial _____ Hair trial _____ Both _____ Makeup application _____ Hair styling _____	Groom/grooms men Grooming _____ Guest (mothers, friends, family) Makeup trial _____ Hair trial _____ Both _____ Makeup application _____ Hair styling _____
Wedding Packages (check all that apply)	
Glamour Bride _____ Luxury Bride _____ Destination Wedding _____	

Notes to the artist

Signature _____ Date _____



Bride/Bridesmaids/Guest List

First & Last Name	Position in Bridal Party	Services Booked
1)		
2)		
3)		
4)		
5)		
6)		
7)		
8)		
9)		
10)		
11)		
12)		
13)		
14)		
15)		

Please Check or Indicate Number of Artist(s) requesting to book:

Nicole Webster only _____ (\$150 per additional artist)

Nicole Webster + # _____ Makeup artist or # _____ Hair stylist or _____ # can do both

Anyone available from NW Makeup/hair team # _____ for _____



Photo & Video Agreement

Photo release agreement

I _____ give my consent to be photographed with the understanding that my picture and those of my bridal party could be used in the future for advertising, on a website and or in a portfolio for future clients to view. I understand my name will not be disclosed with the use of my photograph, should I request it be used.

Signature of Bride _____

Disclose your name? Yes _____ No _____

Video release agreement

I _____ give my consent to be video taped with the understanding that my video footage and that of my bridal party may be used in the future for advertising on a website, behind the scenes footage and or in a portfolio for future clients to view. I understand my name will not be disclosed with the use of my video footage, should I request it be used.

Signature of Bridal _____

Disclose your name? Yes _____ No _____

Credit Card Authorization *Required

Please circle: VISA MASTERCARD (we only accept Visa or Master Card now)

Card# _____

Name on card _____

EXP (MM/YY) _____ CVC (3 digit on back of card) _____

Postal code _____

Please understand that your full completion of this authorization form helps us to protect you. Nicole Webster Makeup will keep your information strictly confidential.

I _____ understand that by signing below, I authorize Nicole Webster Makeup to charge the above card for the agreed upon services, as well as any fees or charges, as indicated in this contract; unless already paid by other means with proof of receipt.

Card holder Signature _____ Date _____



OFFICE USE PLEASE DO NOT FILL IN THIS SECTION

Total amount of services: \$ _____ Total deposit required \$ _____

Deposit paid by: Credit Cash EMT Cheque Remaining balance \$ _____

Trial: Makeup \$ _____ Hair \$ _____ Makeup & Hair \$ _____

Trial paid by: Credit Cash EMT Cheque Remaining balance \$ _____

Remaining balance \$ _____ Travel fee: Calgary \$ _____

Travel fee: destination Mobile \$ _____ Plane \$ _____

Other _____ \$ _____

Accommodations: Hotel \$ _____ # of nights staying in hotel _____

Additional artist fee \$ _____ x # _____ of artist = \$ _____

Touch up service \$ _____ x # of hours = \$ _____

Other Fees: _____ \$ _____

_____ \$ _____

_____ \$ _____

\$ _____

Final, total balance = \$ _____ Paid by: Credit EMT Cash Cheque

Name & Position	Services	Added/Removed	Service Price	Date