

Wedding Date: \_\_\_\_\_

Stylist(s) \_\_\_\_\_

## Bridal Party Contract

Dear Bride:

Congratulations on your engagement! We are honored that you have chosen Metropolis Salon to be a part of your special day. We require a few things in order to confirm your appointment date and time.

Please be aware that this is a contract that requires a valid credit card to reserve your appointment.

A deposit of \$50.00 for bride and \$25.00 for each additional party member will be held to "Save the date". If you choose to have us come to you, on location deposits, of \$100 per stylist, must be paid at time of booking.

However, in the event that you must cancel your appointment less than 2 weeks (14 days) prior to the reserved wedding date, you will forfeit your deposit.

Contact must be maintained with the salon via phone or email during the planning process. Failure to do so could result in forfeiture of your date and deposits.

If a cancellation is made within five (5) days or less, you will be charged for 50% of the cost of services.

I have read, understand and agree to the terms of this contract.

Deposit payment is due upon booking salon services for wedding day.

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Signature (bride)

Date

Wedding Date: \_\_\_\_\_

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Signature (Metropolis employee)

Date

In order to expedite your booking, please complete the following form.

Bride Information

Brides Name:

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Address:

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Home Phone: \_\_\_\_\_

Cell Phone: \_\_\_\_\_

E-mail Address:

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Preferred method/time to contact:

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Alternative Contact Name (if bride is from out of town)

Name:

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Phone:

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Wedding Information

Wedding Date: \_\_\_\_\_

Time: \_\_\_\_\_

Wedding Location: \_\_\_\_\_

Photo Time: \_\_\_\_\_

What is your preferred time of departure?

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Are there any special requests for this day?

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Number in Wedding Party booked for salon services: \_\_\_\_\_

Bridal Services

Bridal Services (circle all that apply): Practice Up-do Wedding Make-up Wedding Up-do

Date of Practice Updo: \_\_\_\_\_ Time: \_\_\_\_\_

Date of Practice Make-up: \_\_\_\_\_ Time: \_\_\_\_\_

Date of Wedding Updo: \_\_\_\_\_ Time: \_\_\_\_\_

Members of Wedding Party and Exact Services Needed:

First & Last Name: Position in Party: Services: Service Provider:

(Completed by salon)

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_
6. \_\_\_\_\_
7. \_\_\_\_\_
8. \_\_\_\_\_
9. \_\_\_\_\_
10. \_\_\_\_\_
11. \_\_\_\_\_
12. \_\_\_\_\_

Are we traveling to you? Yes/no

What is the address and phone number of the location we are traveling to? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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**Travel:** Travel fees are based on the distance in miles and the number of stylists. There is no charge within 15 miles of Metropolis Salon. Travel fees will be negotiated if the distance is greater than 15 miles. A fee of \$25.00 per 10 miles that the stylists will travel to you. The bride will be responsible for parking fees and/or accommodations for the stylist(s) to fulfill your wedding schedule.

There is a Retainer fee of \$100.00 per stylist coming **on site** to your event. This Fee is due at the time of the Deposit.

**REMINDER:**

Be sure all members of the bridal party have clean and dry hair with gel and/or styling product in their hair upon arrival.

Please remember all accessories (veils, flowers, etc.)

Please wear a button down shirt on the day of the updos.

Please arrive for your services with your entire party on time; please consider our guests who are scheduled after you.

If a wedding party is late for the stylist, the stylist may or may not be able to accommodate the new arrival time. If the scope of the original contract cannot be fulfilled due to clients tardiness, services may be reduced. However, clients are liable for the original total fee. Feel free to contact our wedding coordinator if you have any questions. We look forward to working with you!