



Bridal Contract

Contact Information:

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Durango, CO 81301

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Susan Patzer Owner/Manager

Wedding Coordinator

970-946-1281

Thank you for your interest in bridal services at Hair Fusion Salon and Day Spa. We provide a variety of services in a fun and relaxed setting. We are conveniently located in downtown Durango. When it comes to weddings, Hair Fusion strives to exceed your expectations. With our talented stylists, years of experience creating breathtaking wedding hairstyles, and make-up, we will help to make your wedding day as beautiful and amazing as you are. All of our stylists participate in continuing education in various areas to stay current in all aspects of our industry, as well as our licensed professional make-up artists. We have been voted "Best in Durango" seven years in a row, and will bring our BEST to your special day. You can also find our work featured in *Durango Wedding Magazine*.

We customize every bridal party individually and will consult with you to create the wedding hair and make-up of your dreams. Hair Fusion takes your wedding dress, headpiece, accessories, and location into consideration to create the perfect look. We provide an environment designed to help you relax and look picture perfect as you walk down the aisle.

Complementary Consultation: This can be done face to face, over the phone, or via email. We will discuss your hair and make-up needs and schedule both your trial and wedding day services. Our contract and cancellation policies will be reviewed and a 30% credit card deposit will be collected for all services. Since summer and weekend dates are always in short supply, we recommend you book your wedding services at least six months in advance.

Hair and Make-Up Trial for the Bride: Your trial can be scheduled when it is convenient for you (if you are an out-of-town bride include time for your trial if you plan time to meet with other vendors). Please bring all accessories you will be wearing on your wedding day, such as your veil, hair jewelry, etc. You should arrive with clean, dry hair and a fresh lightly moisturized face. If you have any favorite makeup items please feel free to bring them, however we do have a full selection of professional products. The cost of your trial is \$150, and does not go toward any of the wedding day costs, but it will give you the peace of mind that your dream look is executed to perfection. If you plan on using extensions, you must bring them to your trial and there will be an additional \$100 fee. Your trial allows us to account for what your hair will do in respect to the style you have chosen, so if adjustments need to be made we can do so ahead of time. Hair and makeup trials are best booked together so you can get a sense of your full wedding day look.

Wedding Day Hair and Make-Up: You and your bridal party should arrive with clean, dry hair (your hairstyle will hold better if it is “day-old-dirty”, so please do not wash your hair on the day of your wedding). If any of the wedding party has pictures of the style they are trying to achieve please bring them with you. Pictures greatly improve communication with the stylists. For anyone having makeup services done please arrive with a fresh lightly moisturized face. Please make sure all moisturizer is SPF free as it negatively interferes with flash photography. All people receiving services should also wear a shirt that does not have to be removed over the hair or face. For example: a shirt that will button down, zip-up or a robe.

Pricing:

Hair and Makeup: \$150/ hour per Hair Fusion wedding team artist

Travel Fees:

Within City Limits: \$50

RiverBend Ranch \$75

Blue Lake Ranch: \$130

Durango Mountain Resort: \$200

Dante's: \$230

Silverpick: \$175

Reising Stage \$125

Echo Basin: \$200

Eureka Lodge \$500

Paradise Ranch \$500

For other locations, please ask for a quote

Depending on how many stylists are required for your event and other locations, travel fees are subject to change and will be discussed with you upon booking. **For Sunday and holiday (including holiday weekends) bookings, or if our arrival time is prior to 8:00 AM or required beyond 6:00 PM, an additional charge of \$200 will be added.** *In the unusual event that services are needed between 11:30 PM and 6:30 AM, an additional charge of \$300 will be added.*

Timeline for your Recommended Services:

Booking of Services: 6-12 months in advance

Haircut and Color: 2 weeks prior to the wedding day

Waxing: 1 week prior to the wedding day

Conditioning Treatment: 1 week prior to wedding day

Eyelash Extensions: 1 week prior to wedding day (touch ups can be done 2 days ahead)

Facial: 2 weeks prior to wedding day

Microdermabrasion: one week prior to wedding

Hair Extensions: 2 weeks prior to wedding

Manicure/Pedicure: Day before wedding (gel and dip services available for increased longevity)

Spray Tan: 2-3 days prior to wedding

Mens haircut and/or color: 1 week prior to wedding

Thank you for choosing Hair Fusion Salon and Day Spa for your wedding needs. We look forward to being a part of making your wedding day special. Please read the following contract carefully. Fill in all information as completely and accurately as possible, initial or sign where indicated and return to Hair Fusion's bridal email: hairfusionweddings@gmail.com. Congratulations!!! We are very excited to begin building your custom salon and spa experience to make your big day perfect.

Bridal Contract

Please complete and electronically return the following forms (pages 4-7) with your deposit to secure all appointments. Initial and sign where required.

Bridal Party Name: _____

Date of Wedding: _____

Wedding Start Time: _____

Hair & Make-Up Services Start Time: _____ (we will work out together)

Hair & Make-Up Services Completion Time: _____ (we will work out together)

In Salon or on Location? (Please include location): _____

Address of Location: _____

Travel Fee: _____ (will be provided by salon wedding coordinator)

Brides Name: _____

Address: _____

Cell Phone Number: _____

Additional Contact Number: _____

Email: _____

Contract requires a credit card to reserve all appointments. The estimated cost of all bridal party services will be quoted by email by the salon wedding coordinator. Prices are subject to change as your attendants may change their styling needs. A deposit of 30% is required to secure all appointments. We receive many inquiries and book on a first-come/first serve-basis. Once we receive your completed contract and deposit we can secure your date and required staff. The deposit will go towards the total cost of services on the wedding day. The remaining balance will be charged to this card:

Credit Card Information:

Name on Card: _____

Card Number: _____

Expiration Date: _____

CVV Code: _____

Billing Zip Code: _____

(if you would prefer, you may call me with your card information)

The undersigned gives permission to Hair Fusion and representatives of to charge the above listed credit card for all charges incurred if payment is not realized during or after services are rendered by any part of your wedding party. All credit card information is kept in a locked secure location at all times.

Signature of Responsible Party: _____

Printed name of Responsible Party: _____

Bridal Registration Form

Brides Name: _____

Date of Wedding: _____

Phone Number: _____

Email Address: _____

Requested Stylist: _____

Location: _____

Location Address: _____

Wedding Start Time: _____

Expected Amount of Time to get dressed (give yourself AT LEAST 30 Minutes): _____

“First Look” Time: _____

Pre-Ceremony Photos Start Time: _____

Trial Date and Time: _____

Bridal Hair: Y or N

Bridal Make-Up: Y or N

Number of Bridesmaids Hair: _____

Number of Bridesmaids Make-Up: _____

Number of Flower Girls Hair: _____

Number of Flower Girls Make-Up: _____

Mother of Bride Hair: Y or N

Mother of Bride Make-Up: Y or N

Mother of Groom Hair: Y or N

Mother of Groom Make-Up: Y or N

Stepmother of the Bride Hair: Y or N

Stepmother of the Bride Make-up: Y or N

Stepmother of the Groom Hair: Y or N

Stepmother of the Groom Make-Up: Y or N

Grandmother of the Bride Hair: Y or N

Grandmother of the Bride Make-Up: Y or N

Grandmother of the Groom Hair: Y or N

Grandmother of the Groom Make-Up: Y or N

Aunt Hair: Y or N

Aunt Make-Up: Y or N

Groom Clean-Up Cut: Y or N

Terms and Conditions

1. Client agrees to hold Hair Fusion and its employees harmless from all liability connected with hairstyle, makeup, nail services and spa services. Client further agrees that all services are accepted as rendered.
2. All bridal party members should arrive with clean, dry, non-flat-ironed hair. Everyone having their hair styled should wear a button down or easily removable shirt. Bridal parties having their makeup done should arrive with a clean moisturized face (moisturizer without SPF). **If any members of the party run more than 15 minutes late, we will do our best to accommodate them, but cannot guarantee services for late arrivals in the interest of keeping the wedding party on schedule.**
3. We may provide a trial if requested by the bride. It is very helpful to bring photos for hair and makeup. The fee for the trial is due on the day of the trial appointment and is \$150 **(there is an additional \$100 fee for the use of extensions.)**
4. If your service requires us to travel there is an additional fee which will be quoted upon booking. If you are booking our services out of town, state or country, we will require roundtrip airfare and overnight hotel stay. If your location is within driving distance you will receive a travel quote per location.
5. You may add more people receiving services. Please contact us to make sure we have time and staff to accommodate a larger party. We allot time per wedding party according to the amount of people you indicate on the estimation page. This means we sometimes turn away other wedding parties if we do not have time and staff to accommodate them. Therefore, we will require payment in full for all appointments that are not changed prior to the day of regardless of less time spent with your party. You will be charged for all people listed on your estimation page if a two week prior cancellation is not provided.
6. An additional fee of **\$200 will be added to weddings booked on a holiday or holiday weekend, Sunday, or if your required times are before 8:00 AM and after 6:00 PM.** In the unusual event that services are needed between 11:30 PM and 6:30 AM, an additional charge of \$300 will be added.
7. If for any reason that the service providers are unable to render services under reasons of emergencies, weather, act of God, or other unforeseen circumstances the client understands that all possible resources to retain a replacement will be met and the bride will be provided notice at the earliest possible time.
8. 30% of estimated costs is due at the time of booking. Reservations not confirmed with a deposit will release the date to other brides. Credit card information is required for balance of services. Your deposit will be forfeited if cancellation occurs less than 30 days prior to the date booked.
9. Final payment is due the day of services rendered. We will charge the credit card on file for any and all services. **All expenses must be paid by the bride or the responsible party on the contract.** If your wedding participants are paying for services themselves, they can reimburse you for any charges accrued with Hair Fusion. If you would like a breakdown of services provided per individual, we would be happy to do so, but must be notified **before** the wedding day. If requested, a service breakdown will be emailed to the bride within one week of the wedding day. If a payment plan works better for you we can discuss a breakdown in order for

you to have the bulk of our services paid in full prior to the day of. We gladly accept all forms of payment.

10. No shows will be charged the full amount for all scheduled appointments. This is to include services provided the week of the wedding such as esthetics and nail services.

Initials: _____

11. A predetermined time schedule will be discussed, if we are required to stay for touch-up services the same amount of \$150/hour per artist will be charged **even during “down time”**. **This includes wedding parties “running late”, our service charges start at the predetermined time whether or not the bridal party is ready.**
12. We will provide the bride with false lashes and lip color upon request that are hers to keep at no additional charge.

13. Cancellation policy is as follows:

full deposit refund, 90 days prior

50% deposit refund, 60 days prior

30 days or less 0% deposit refund.

No coupons or special offers will be accepted on the day of the wedding.

14. A \$50.00 fee applies to all returned checks.
15. **Gratuity is not included and is left to your discretion. The industry standard is 20% and can be done on an individual basis.**
16. You may cancel this contract at any time with refunds according to the above schedule. If you cancel less than 72 hours prior to the event you will forfeit your deposit and be charged the full amount of the most recent estimate. This contract is non-negotiable.

I _____ (Print Name) agree to have my appointments scheduled as needed from the attached intake forms, and the prices and policies listed in this contract as applicable to my scheduled appointments. I consent to having the deposit processed at this time. **I agree to pay for the complete balance of my wedding party in accordance with the bill I will be provided. I understand and will comply with the attached cancellation policy.** I understand that no refund will be given for members of the wedding party who miss their appointment on the day of the event. I also understand that **I am responsible to Hair Fusion for all balances incurred by my wedding party and they are responsible for paying me.** I also understand that **Hair Fusion will do their best to give an accurate quote but it is only an estimation of charges and I am responsible for the actual amount of time it takes.**

By signing this contract, I acknowledge I am responsible for all payments as indicated above, I have read and understand the policies outlined above. Extra fees, if applicable, will be added to the final bill. I will abide by this contract and acknowledge it is non-negotiable.

Signature: _____

Print Name: _____

Date: _____

Office Use Only

Deposit amount: _____ Deposit Rcvd: _____ Rate/Hr. _____

Total Estimate: _____ Estimate Date: _____

Confirmed: _____ Stylists Booked: Y/N Brides Stylist: _____

Other Stylists _____

Stylist Notes: