



# THE LOOKING GLASS

beauty lounge

Congratulations, you're getting married! Let's learn a little about you and your special day...

Bride's Name \_\_\_\_\_ Groom's Name \_\_\_\_\_  
 Phone (cell) \_\_\_\_\_ (home) \_\_\_\_\_  
 Date of Wedding \_\_\_\_\_ Location \_\_\_\_\_  
 Scheduled Start Time of Ceremony \_\_\_\_\_ am/pm Preferred Finish Time of Services \_\_\_\_\_ am/pm  
 Service Providers (Staff fill out) \_\_\_\_\_

*Now let's see what services you need...*

Please circle or highlight the price that indicates which stylist you will be using for each service.

Trials and day-of services must be done by the same stylist.

Hair and makeup can be done by two different stylists.

SERVICE	PRICE BY STYLIST			
Bridal Formal Style	\$66	\$77	\$92	\$104
Bridal Formal Trial*	\$62	\$72	\$87	\$100
Bridal Makeup	\$65	\$76	\$85	\$95
Bridal Makeup Trial	\$60	\$71	\$81	\$92
Attendant Formal Style	\$61	\$71	\$83	\$99
Blowout**	\$54	\$62	\$72	\$85
Attendant Makeup	\$62	\$70	\$80	\$90
Child's Formal Style	\$28	\$31	\$35	\$41
Clip on extension application	\$21	\$25	\$31	\$36

*\*Trial prices may vary based on how many styles are shown. Read "Pre-Wedding" section\**

*\*\*Blowouts are only available in-salon\*\**

*Travel fees:*

*(Stylist circle which applies)*

Up to 30 mi. - \$75 per service provider

31-60 mi. - \$150 per service provider

60-90 mi. - \$225 per service provider

Services Total \_\_\_\_\_

Additional Service Fees \_\_\_\_\_

Travel Fee \_\_\_\_\_

Parking Fee \_\_\_\_\_

Total \_\_\_\_\_

Deposit Amount \_\_\_\_\_

Date Received \_\_\_\_\_

50% Prepayment \_\_\_\_\_

Date to be Received \_\_\_\_\_

Final Amount \_\_\_\_\_

Due on \_\_\_\_\_

Name on Card: \_\_\_\_\_

Credit Card No.: \_\_\_\_\_

Expiration Date: \_\_\_\_\_

Security Code: \_\_\_\_\_

Zip Code: \_\_\_\_\_

**Bride Signature** \_\_\_\_\_

## Pre-Wedding

This contract must be completed and submitted with a \$100 non-refundable deposit (which will be applied to total balance) before wedding appointments are booked. We want you to feel as comfortable as possible, so please feel free to contact us at any time with any questions or concerns you may have in regard to your wedding appointments.

- A 50% payment is due and payable 30 days before your wedding. The remaining balance will be charged two weeks prior to the wedding. We will collect your credit card information upon signing your contract for completion of payments.
- A consultation for the bride or bridal party members is complimentary, but required. A consultation is a verbal discussion of what will be performed and instruction on how your hair should be prepared (clean, dry, blown out, etc.) on your wedding day, based on the style you will be wearing.
- A trial run is recommended to ensure satisfaction before signing your contract, but is not required. You can book your trial run up to 30 days prior to your wedding date. When setting up your trial run, please notify the person making the appointment if you wish to see multiple styles so the correct time will be blocked off. A trial run includes one style, additional styles will be \$25 each. Please bring your veil and any other accessories to be worn on your wedding day, so we can give you a complete look. Please bring inspiration photos and photos of your dress!
- We will collect your credit card information, in case of cancellation, and for easier payment upon finishing wedding services. The event will not be scheduled without the contract signed, deposit payed, and credit card information given.
- Two weeks prior to your wedding, the remainder of your balance is due. This balance may be increased due to extra time spent on location, extra services, parking fees, etc.

## Day of Event

We ask that everyone is present, and dressed in an easily removable top, 10 minutes prior to their appointment time. Bride assumes the responsibility of payment for services in full for all members of her party. Gratuities are not included, however a 15-20% gratuity is traditionally given for any service.

Additional charges may go through after the wedding is complete, due to extra time spent on location, extra services, parking fees, etc.

## Late Arrivals/No Shows

Unfortunately, if anyone in the wedding party arrives more than 15 minutes late, we may not be able to perform their service. If the original contract cannot be fulfilled due to the clients' tardiness, services may be cut short, if done at all; however, the original amount will still be owed. No show appointments will still be charged.

## Cancellations

There are no refunds for \$100 deposit, even if event is cancelled on time. Cancellations with less than a 30 day notice will forfeit the 50% prepayment fee. Cancellations within two weeks will forfeit the entire contract balance.

**Bride Signature** \_\_\_\_\_

**Staff Signature** \_\_\_\_\_