

# SugarTree Hair Salon Wedding Services Contract Hair - Makeup - Lashes

January 1, 2023 - December 31, 2023

Thank you for your interest in SugarTree Hair Salon. We provide beauty services in a relaxed setting, located in Downtown, Missoula, MT.

In this package, you will find a list of our hair and makeup services that will ensure you are a radiant bride on your big day.

Also included are our intake forms and bridal contact. These will be filled out during your initial consultation. We will schedule your appointments, and provide you with a fee schedule. Including any offsite work you may require. When scheduling your consultation, be sure to bring up any questions we can answer for you.

Thank you for choosing SugarTree and congratulations!!

Please contact SugarTree Hair Salon if you or your party have any questions or to schedule your appointment : 406-728-0925

# Bridal Wedding Service Contract

Congratulations on your engagement! Thank you for choosing SugarTree Hair Salon to help celebrate your special day. We understand all of the hard work and meticulous planning that goes in to making your day a true success. Our artistic team also knows that the way you look and feel on that day is directly related to your beauty experiences prior to the big event. We have taken care of many beautiful brides and their bridal parties, and as a result we know exactly which questions to ask to get you organized. Please complete this for and return at least 9-12 months prior to your wedding date.

Name: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_

State: \_\_\_\_\_ Zip: \_\_\_\_\_

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

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

Wedding Planner/Local Contact: \_\_\_\_\_ Phone: \_\_\_\_\_

Photographer: \_\_\_\_\_ Phone: \_\_\_\_\_

Wedding Date: \_\_\_\_\_ Ceremony Start Time: \_\_\_\_\_

Venue Name: \_\_\_\_\_

Venue Address: \_\_\_\_\_

Getting Ready Address: \_\_\_\_\_

Desired start time: \_\_\_\_\_ Desired finish time: \_\_\_\_\_

Will you need makeup services?                      YES                      NO

Pictures prior to wedding?                      YES                      NO                      If yes, what time? \_\_\_\_\_

May we have the honor of using your photos for advertising?                      YES                      NO

# Important Information for Bridal/ Bridal Party Service

To help us serve you better and ensure that your wedding day runs smoothly, we ask that you and your wedding party please follow these simple guidelines:

- Please arrive with clean , dry air to help the hold of your hairstyle. In additional fee may apply if you request a wash and blow out or straightening.
- For day of styling, please wear either a button up shirt or dress.or something that can come down not over the body. This ensures no snagging on freshly styled hair.
- During your makeup trial run , please wear pants/skirt and a button up ivory or white shirt that is as close as possible to the color of your wedding dress to ensure that make up is correctly matched.
- If you are receiving a make ups service, make sure that your face is clean and moisturized prior to arrive at our salon to ensure that make up holds all day long
- Email inspiration photos of make up and different hairstyles that you're interested in for the bride and bridal party so the makeup artist and hair stylist to consider. Photos must be sent 1-2 weeks prior to trial for Bride, 1 week prior to wedding for bridal party/guest.
- Please bring in your headpiece, veil, and any hair accessories to try on.
- On the day of your wedding, you are invited to bring in any drinks or food that you feel will make your day more special. We do offer complimentary tea, coffee, soda but you may feel free to bring in a more personalized selection.
- For your wedding day we can operate before our normal business hours for your convenience. a fee of \$50 per person may apply prior to 9am in salon.
- Most importantly, please be on time for your wedding day appointment even starting 15 minutes late will put everyone behind and we don't want you to be late for your special day.If original contact cannot be fulfilled due to the clients tardiness, services may be cut short , if don't at all : how ever , the original amount will still be owed. No shows for in salon appointments will still be charged.
- Holiday Dates: Price Double on New Years Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day , Christmas Eve and Christmas Day, New Years Eve.
- Cancellation will be honored 60 days Prior for Refund

**Please Contact Sugar Tree Hair Salon if you or your wedding party have any questions or to schedule your appointment 406-728-0925**

# Wedding Party - Guest Service Pricing

Weekend dates are always in short supply between the months of May - September, we recommend booking your wedding services and trial run at least 9-12 months in advance.

**Bridal Trial:** Should be scheduled 4-6 weeks prior to your wedding. Please bring everything you will wear on your wedding day such as veil, jewelry, etc. During your trial we will discuss your hair, makeup ideas, go over your contract and cancellation policies will be reviewed. Please view this as your wedding trial run.

*	Bride Trial Hair	\$ 100.00
	Bridal Trial Make-up	\$ 100.00
*	Lashes	\$ 30.00

\* **Complimentary Mini Maxi Wash & Mini Angel Rinse to Prep for Big Day!**

**In Salon Wedding Day:** We will recreate the look we achieved during your trial run, please schedule wedding services at least 9 -12 months in advance.

*	Bride Updo	\$ 140.00
*	Bride Makeup	\$ 140.00
*	Bridal Party Hair	\$ 100.00
*	Bridal Party Make-up	\$ 100.00
*	Lashes	\$ 30.00

**Off Site Wedding Day:** For those who need us to travel to their wedding location for services, please schedule wedding services at least 9 -12 months in advance.

*	Bride Updo	\$ 160.00
*	Bride Makeup	\$ 160.00
*	Bridal Party Hair	\$ 110.00
*	Bridal Party Make-up	\$ 110.00
*	Lashes	\$ 30.00
*	Photo Shoot or Ceremony Touch-ups	\$ 100.00 per hour *per stylist/artist

\* **\*\*\*Day Of Add-On Services are permitted if time permits and will be charged day of\*\*\***

**Holiday Dates: Price Double on New Years Day, Memorial Day, Independence Day, Labor Day, Halloween, Thanksgiving Day , Christmas Eve and Christmas Day, New Years Eve.**

* <b>Travel Fees**</b>	Under 49 miles round trip	\$ 125.00
*	Between 50-99 miles round trip	\$ 175.00
*	Between 100-149 miles round trip	\$ 200.00
*	Between 150 - 200 miles round trip	\$ 250.00
*	Over 200 miles	- inquire for pricing-
*	<b>Holiday Wedding Date (see above) Travel Fee Add An Addition \$300.00 To Above Fees</b>	

**\*\*Above Travel Fee is per stylist or makeup artist\*\***

# Gratuity of 20% will be automatically added to all services

	Name	Hair	Make up	Lashes	Price
<b>Bride</b>					
<b>Bride's Mother</b>					
<b>Mother-in-law</b>					
<b>Bridesmaid</b>					
<b>Flowergirl</b>					
<b>Bridal Trial</b>					

Service Total =

<b>Gratuity 20% of Service</b>			
<b>Travel Fee Per Stylist</b>			
<b>Travel Fee Per Makeup Artist</b>			
<b>Other</b>			

Misc Fees =

<b>Service Fees</b>			
<b>Misc Fees</b>			

Grand Total =

# Bridal Wedding Service Contract

As part of our Wedding Agreement, Sugar Tree Hair Salon requires credit card information to retain these appointments. Appointments will not be added to our calendar without a 50% deposit. We do ask that should there be a need to adjust or cancel any of the appointments; all changes are made 60 days prior to the date of the appointment. In doing so, a 25% cancellation fee is charged of total services. If changes or cancellations are made with less than 60 days notice, the entire cost of the adjusted or cancelled services will be placed on the credit card.

Card Number: \_\_\_\_\_

Expiration date: \_\_\_\_\_ cv# \_\_\_\_\_

Name as appears on card: \_\_\_\_\_

Signature: \_\_\_\_\_

Once again, we thank your for choosing SugarTree Hair Salon to share in your special day. Please contact us at 406-728-0925 if you have any questions or concerns regarding this Wedding Contract

Best wishes

SugarTree Hair Salon Team

I, \_\_\_\_\_ agree to the scheduled appointment times given on the attached intake forms and the list price. I understand and agree to the deposit of 50% of the total package price at this time to secure the appointments. I agree to pay the balance due 60 days prior to the event date, I understand the full deposit will not be refunded upon cancellation of 60 days prior notice given by me. I understand that no refund will be given for members of the wedding party who miss their appointment on the day of event.

Signature; \_\_\_\_\_ Date: \_\_\_\_\_

Salon: \_\_\_\_\_ Date: \_\_\_\_\_

With SugarTrees abundant yeas of experience, we will create breathtaking up-dos and flawless makeup to help make your wedding day beautiful.