



443.929.9174 • @creativelyspeakingco • [info@creativelyspeakingcompany.com](mailto:info@creativelyspeakingcompany.com)

## **Face Painting Event Contract**

**BOOKING DATE:** Clients should book events as much in advance as possible. We prefer clients to book an event at least two weeks before the requested date. Dates requested less than two weeks in advance will be billed an additional \$25.00 convenience fee, if the date is available. The requested time slot IS NOT booked for Client until the deposit is paid.

**BOOKING TIME:** Be sure to book your time accordingly to avoid leaving anyone out. Creatively Speaking Co. and its artists are not responsible if your event is delayed, running late or the order/time of the event is changed. Our artist will begin and end on time. PLEASE do not ask us to disappoint any guests due to lack of time booked. Sometimes we have an event booked right after yours and we may not be able to stay past stop time contracted.

**OVERTIME:** We may have another event booked after your event; therefore, we cannot guarantee an artist will be able to stay after the contracted time. If you exceed the time booked and we are available to stay, it will be charged in half hour increments. Upon time negotiation, the client will be expected to pay for the additional time by cash or credit card before continuing services.

**DEPOSIT:** A **non-refundable \$50.00** deposit is required to book services and secure an artist for an event. Deposits are due at the time of booking and will be applied toward the total cost of your service. We generally invoice clients for deposits. All deposits can be made via Cash App or PayPal. Payments can also be made through our website.

**PAYMENTS:** All balances must be paid in full at least (7) days prior to the scheduled event. Customers can make electronic payments via Cash App or PayPal. Payments can also be made directly on our company website.

*(\*Creatively Speaking Co. and its Artists accept all major Credit Cards, Cash App and PayPal only. We do not accept checks as a form of payment.)*



**CANCELLATIONS | REFUNDS | RESCHEDULE: DEPOSITS ARE NON-REFUNDABLE.** We do understand that unplanned events and changes can occur and we will make every effort to accommodate your needs as best we can. Should you need to reschedule or cancel your event for any reason, we ask that you do so at least two weeks (14 days) prior to the original date of the event.

In the event of a cancellation, we will refund any payments made above the non-refundable deposit. Please see the cancellation & refund schedule below.

**Cancellations & Refunds:**

<i># of Days Before Originally Scheduled Event</i>	<i>Percentage Refunded (less non-refundable deposit)</i>
14 or more	100%
7 – 13	50%
Less than 7	25%

**RESCHEDULE:** Events can be rescheduled. We ask clients to provide as much advance notification as possible. Deposits and any monies paid will be applied to the new date & time (subject to availability).

As we make every effort to ensure, the safety of our artists, Creatively Speaking Company reserves the right to cancel/reschedule an event due to inclement and extreme weather conditions. Should our artist get sick/or have to cancel, every effort will be made to find a replacement artist. Should that fail, the client's full deposit and any other monies paid **will be refunded in that situation only.**

**TRAVEL |SETUP |OTHER FEES:** Travel fees apply when the event is more than 60 minutes from Creatively Speaking Co. The Travel fee is \$20.00 (flat rate) per half hour increment. Clients are responsible for the cost of any special Parking or entrance fees and/or passes necessary to gain access or park at an event location.

**PARKING:** Please have a reserved space very close to the venue (driveway, loading dock, etc.) so the artist can unload equipment. If permit parking or passes are required, the client should purchase/retrieve passes prior to the day of the event. The Client is responsible for the artist's parking costs.



**INDOOR SETUP:** We ask that the client provide a table, 2 chairs, access to running water, bathroom facilities, and a minimum of 6' x 6' of well-lit space. The artist will need a few minutes before and after the event for setup and breakdown (cleanup). Please ensure the location has adequate lighting.

**OUTDOOR SETUP:** We will need time before and after the event for set-up/breakdown. We require a minimum of 10'L x 10'W x 11' H of level space, adequate lighting, access to a rest room and a place to dispose of our painting water. If possible, please do not water your lawn on the day of your party or soak it heavily the previous day.

**PICTURES:** Our CSCo. photographers and/or artists may take pictures of their work for advertising. Photographs and/or digital images of guests with paintings may be used in printed or electronic publications, web sites, social media or other electronic communications. Agreement to the terms of the release statement authorizes Creatively Speaking Co. the use of these images without compensation to the client. All negatives, prints, digital reproductions shall be the property of Creatively Speaking Co. (*\*Please let us know if an individual should not have pictures taken. In rare cases, clients/parents/guardians may be asked to sign a release statement for children under 18 years old.*)

**WEATHER (for outdoor events):** While we do have an EZ-up shelter, for the comfort of your guests and our artists, the client agrees to provide an area with protection from extreme temperatures, sun, rain, snow and excessive wind. Clients are responsible to provide an alternate indoor location in the event of inclement weather. The client agrees to pay the full amount contracted no less than two days before event, even if there is a possibility of rain. Please list an \*alternate indoor location on the front of the contract, as **we do not offer refunds for inclement weather.**

**BREAKS & STOP TIME:** Our artists arrive energized and ready to get painting. However, they will take a 5-10 minute stretch break every hour. Artists must have access to a rest room. Services will stop at the contracted time. The artist will finish any face in currently progress but will not service any more guests after the stop time. Please book enough time to have all your guests painted to avoid disappointment.



**LIMITATIONS ON ARTWORK:** Creatively Speaking Co. Artists will not paint on any part of the body that is not legal to expose or anywhere he/she does not feel comfortable painting. In addition, Artists will not paint subject matter she deems vulgar, offensive or disturbing.

**EXTREME ADVERSE WORKING CONDITIONS:** Our artists have the right to cease painting and leave without refunding any monies if there are extreme adverse working conditions and the Client fails to remedy the situation after it has been brought to the Client's attention. Adverse conditions included but not limited to: destructive, violent, or extreme inappropriate behavior of a child, pet or adult; illegal activities; or otherwise dangerous conditions.

**LIABILITY STATEMENT:** While we use ONLY FDA, approved cosmetic grade face painting supplies, Creatively Speaking Co. and its artists are not liable for allergic reactions to paints. People with skin allergies or sensitive skin should either not participate, or have the artist perform a patch test at the beginning of the event. Client understands that darker face paints will leave a faint stain that can be removed with mild soap, warm water and washcloth. For the safety of all parties, **artists will not paint children or anyone who is unwilling** (crying, squirming, screaming, etc.).

For sanitary reasons, artists will not paint anyone who is or appears to the artist to be sick or suffering from cold sores, conjunctivitis, ringworm, sunburn, eczema, any infectious skin condition or open wounds. Our artists will use reasonable care but they are not responsible for damage to clothing or property. The Client agrees to pay for any accidents or injuries caused by pets or guests, and/or any damage to artist's equipment or supplies caused by pets, lawn sprinklers, or guests. Our artists are booked to complete a service; under no circumstances will artists supervise children. Their behavior and safety is the responsibility of the Client and/or Parent.

***I have read this contract and I acknowledge the details of this agreement as accurate. I understand and accept the above Liability Statement, and the terms and conditions of this agreement.***

***I choose to proceed with this contract and by making a NON-REFUNDABLE deposit and/or payment to Creatively Speaking Company, I am agreeing to the aforementioned terms and conditions.***