



WEDDING INFORMATION AND CONTRACT



STUDIO W

2307 Cedar Run Place Suites A&B Wilson, NC 27896

Congratulations!

You're getting married! We thank you for choosing our talented staff at Studio W to service you at this happy time in your life. We strive to give our utmost care to you, the bride, and your bridal party to ensure that everything goes smoothly on your wedding day!

Pre-Wedding Day

Studio W requires a wedding consultation and practice run to be scheduled 3-4 weeks prior to your wedding day. The practice can be scheduled in one-hour increments for hair and an additional half hour for make-up practice (if applicable). You will need the following items for your consultation and practice run:

- Your headpiece, if any.
- A picture of your dress(es).
- Pictures of hairstyles you like.
- For makeup services, please bring your own mascara and come with a clean, moisturized face.

Pre-Wedding Day Payment

This contract must be completed and submitted with a \$100 non-refundable deposit before wedding appointments are booked and/or reserved. Once submitted, your stylist will work with you to schedule your appointments. Studio W wants you to feel as comfortable as possible, so please feel free to contact us any time with questions or concerns you may have regarding your wedding appointments.

A 50% payment is due 14 days before your wedding. Acceptable forms of pre-wedding payment are cash, check or credit card (all major cards accepted).

Wedding Day

To make your wedding day a success, please remember the following:

- Please arrive 10 minutes before your scheduled appointment time.
- Wear a button-down shirt or one that can be easily removed.
- **DO NOT** shampoo your hair the day of your appointment.
- Arrive with clean, dry hair and parted where you prefer it or recommended.
- Pictures of hairstyles you like (the ones you brought on your pre-wedding day consultation).
- Your headpiece and any accessories.
- For makeup service, please bring your own mascara and come with a clean, moisturized face.

Wedding Day Payment

On the day of the wedding, the remainder of your account balance will be due. This balance may be increased because of additional services rendered or extra time spent in-salon or on location. Bride assumes the responsibility of payment for services in full for all members of her party.

Gratuities

Gratuities are not included. A 15-20% gratuity is traditionally given for any service and are typically included in the wedding day payment.

Late Arrivals and No Shows

Unfortunately, if anyone in the wedding party arrives more than 15 minutes past their scheduled appointment, we may not be able to perform their service depending on the stylists' schedule and commitments to the wedding party. If the original contract cannot be fulfilled due to the client or members of the wedding party's tardiness, services may be cut short, if done at all. The original amount will still be owed for any service not fulfilled or cut short due to tardiness. No shows for in-salon appointments will still be charged.

Cancellations

If cancellations are made less than 30 days prior to the wedding date, there will be no refund of your \$100 deposit. Cancellations with less than a 14 day notice will forfeit the 50% pre-wedding day fee. Cancellations must be submitted in writing.

Acceptance of Contract

By signing below, you accept the terms and conditions of this contract:

Client/Bride Signature: _____ **Date:** _____

Studio W Representative: _____ **Date:** _____

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Primary Contact Information, Dates, Payments	
Brides Name:	Date of Wedding:
Phone:	Address:
E-Mail:	Location of Wedding:
Alt. Contact Name:	Alt. Contact Phone:
Arrival Time:	Payment Type:
Photographer Start Time:	Date of Contract:
Other:	

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Party Information				
MEMBER	NAME	HAIR TYPE	SERVICE(S)	PRICE
Bride				
Bride's Mother				
Mother-In-Law				
Maid of Honor				
Bridesmaid 1				
Bridesmaid 2				
Bridesmaid 3				
Bridesmaid 4				
Bridesmaid 5				
Bridesmaid 6				
Bridesmaid 7				
Bridesmaid 8				
Flower Girl 1				
Flower Girl 2				
Other				
Other				
			Subtotal:	

S=Short, M=Medium, L=Long, F=Fine, T=Thick, U=Updo, S/S=Shampoo style, MU=Make-up

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COST SUMMARY	
LINE ITEM	SUBTOTAL
Party Information (previous page)	
Mileage (calculated at \$0.56 per mile)	
Lodging (calculated at Government per diem) per day	
Meals (calculated at Government per diem) per day	
Other Requested Services	
Deposit	\$100.00
OTHER:	
OTHER:	
TOTAL:	
50% Pre-Wedding Day Payment	
Balance Due Wedding Day	
Pre-Wedding Day Payment Due on:	