

(814)952-9247

Fantasiafantasyfaces@aol.com

Invoice and Service Agreement

Payment Method: Cash, Checks, Credit/ Debit, Cash App, Venmo, Paypal,

Apple Pay

Client Information:

Home Phone: _____ Cell Phone: _____

Name: _____

Mailing Address: _____

Email: _____

How did you hear about us? _____

Event Information

EventDate/Dates: _____

Indoor or Outdoor: _____

Party/Event Start Time: _____ End Time: _____

Party/Event Location/Address: _____

Contact Person: _____

Phone Number: _____

Additional contact: _____

Additional contacts phone number _____

Tip Jar: ___ allowed or ___ not allowed [This is for public or corporate events]

Pictures/video: ___ allowed or ___ not allowed

Type of Party/Event: _____ Type of Artist Needed for Event: _____

Amount of time artist is needed: _____

Number of Artist Needed for Event: _____

Set-up Area\Location: _____

Theme of Event/Party: _____

Dress Code: _____

Parking: _____ Backup

parking: _____ (please included map if needed)

Electric: ___ Yes or ___ No

Chairs and Table: Provided ___ or Not Provided ___

Event Attendees Information

Number of expected attendees/guests: _____

Age Range of expected attendees/guest: _____

Guest of Honor: (Name and Age) _____

Please list any special request: _____

**Fees (This section is to be filled out by Vendor/
Company)**

Total Hours: _____

Number of Artists: _____

Coupon Code: _____

Mileage: _____

Travel fee is added when you are 2 hours from Punxsutawney,

Deposit: _____

Total: _____

****Cancellation, Refunds, and Rescheduling Policy****

****Deposits:**** To confirm the reservation, a deposit amounting to 50% of the total fee is required, accompanied by a signed contract within five days of the booking date. The reservation is not deemed complete until both the deposit and the signed contract are received. Deposits are non-refundable unless prior arrangements have been established and agreed upon by Fantasia Fantasy Faces and More. The remaining balance is due upon the arrival of the artist(s). Clients acknowledge their obligation to pay the full amount specified in this contract, irrespective of whether the duration of the services utilized is less than initially contracted. Should a client need to postpone the event, Fantasia Fantasy Faces and More will endeavor to accommodate a new date, subject to the availability of the artist(s). If a cancellation occurs less than two days before the event, the client remains liable for the full remaining balance.

****Refunds:**** If the client cancels two weeks prior to the event, the deposit will be forfeited, and no refund will be provided. In cases where the cancellation is made more than two weeks in advance, a full refund will be issued, minus any expenses incurred for items specifically requested for the event. If the client cancels less than two weeks prior and no deposit has been collected, the entire balance will be required to secure a future booking. For cancellations made less than two days prior to the scheduled event, the client is obligated to pay the entire balance, including any outstanding amounts.

****Booking:**** The reservation of the time slot shall not occur until both the deposit is received and the agreement is signed, unless prior written arrangements have been made with Fantasia Fantasy Faces and More. Clients may sign the contract via mail or email. A five-day grace period will be provided to accommodate the mailing of deposits. For contracts signed via email, payment by credit or debit card or app is required on the same day, unless the client communicates their intention to send a check via postal mail. Failure to provide the deposit within the specified timeframe will render the contract null and void. However, should Fantasia Fantasy Faces and More agree to waive the deposit requirement, the total balance will be due upon the arrival of the artist. In the event that the artist is unable to fulfill the contracted services for any reason, efforts will be made to secure an appropriate replacement. If a suitable replacement cannot be located, a refund of the deposit and any payments made by the client will be processed, excluding the cost of any special supplies purchased at the client's request; these specialty items will be made available for collection by the client from the artist.

****Payment Policy:**** In the event that the outstanding balance is not settled on the day of service, the client will incur a late fee of \$50 per day until the balance is paid in full. This policy remains applicable unless client and Fantasia Fantasy Faces and More have established and agreed upon prior arrangements

****Additional Time**:** Any time extending beyond the initially booked duration will incur an additional charge of \$150 per hour and \$80 per half hour. Should you require the artist to remain for an extended period, payment for the additional time must be made at the time the request is made. Please note that only the time that has been officially booked with a deposit is guaranteed; while the artist will endeavor to accommodate requests for additional time on the day of the event, availability is not assured.

****Breaks**:** The artist will be entitled to a ten-minute break after every two hours of contracted service. For bookings exceeding four hours, the artist will receive a half-hour break for meals.

****Returned Checks**:** A fee of \$100 will be applied for all returned checks, in addition to the amount of the check itself and any associated costs incurred in the collection of the debt owed to the artist.

****Parking**:** The artist will be provided parking in the driveway of the residence where the service is rendered. If the event is held at a commercial facility, a parking space will be reserved adjacent to the entrance of the facility. Parking should be conveniently located near the service area. The artist will be reimbursed for any parking fees incurred in connection with the job.

****Artist's Policy and Guidelines**** The artist reserves the right to decline the creation of any symbols, illustrations, or designs that are typically associated with gang affiliations or other illegal group representations. Additionally, the artist may refuse to work in environments or on projects where they feel uncomfortable or unsafe. The artist will not produce designs or wording that are deemed obscene, offensive, or contrary to good taste. Furthermore, any requests for symbols or illustrations commonly linked to gangs or illegal affiliations will be declined. ****Working Conditions**** The artist maintains the right to discontinue work and leave without refunding any fees in the event of extreme or adverse working conditions. If such conditions arise and the client does not take appropriate corrective action after being informed, the artist can cease all activity. Adverse conditions may include, but are not limited to: destructive or violent behavior from any participant, illegal activities, hazardous weather, or any general unsafe environment. ****Liability Disclaimer**** The artist is not liable for allergic reactions arising from the products used. All materials are FDA compliant, and only cosmetic-grade glitters and adhesives are utilized. It is advised that children with known skin allergies or sensitivities either refrain from participation or undergo a patch test provided by the artist at the beginning of the event. For safety reasons, the artist will not paint children under the age of two. Additionally, for sanitary considerations, children exhibiting signs of illness, such as cold sores, conjunctivitis, or any contagious skin conditions or open wounds, will not be painted. The artist will exercise reasonable care during the process; however, they cannot be held responsible for any damage to clothing or property. It is also requested that children's faces be clean prior to the commencement of any painting activities. Thank you for your understanding and cooperation

This contract will not go into effect until the 50% deposit is received along with with signed contract, all dates and times are agreed upon by both parties as listed on page 1 of this contract. Fantasia Fantasy Faces and More looks forward to making your event special and memorable. We encourage you to contact Fantasia Fantasy Faces and More if you have any questions or concerns. We will do our best to work with you as best as we can to accommodate your request to ensure the participants have a fun and colorful time!

Client Signature: _____ Date: _____

Fantasia Fantasy Faces and More

Signature: _____ Date: _____

To book your date and time, please mail or email signed contract: Email:

fantasiafantasyfaces@aol.com

address 329 Tipple Road Punxsutawney Pa 15767.

All checks can be mailed to the address above. Please make sure checks are made out to Fantasia Fantasy Faces and More. We also accept credit/ debit, Cash App, Paypal, and Venmo.