

# The Makeup Ladies Booking Terms & Conditions

These Terms and Conditions (the "User Terms") govern the use of our website, the booking service of the Makeup Ladies Brisbane ("The Makeup Ladies"), and all other services provided by The Makeup Ladies (the "Services").

Please read these User Terms carefully as they are a legal document and by using the Services, you agree to be bound by these User Terms.

The client agrees, upon using the Services to understand, agree, and be responsible for all booking conditions, including all payments that are to be made by specified dates.

## FOR HAIR AND OR MAKEUP BOOKINGS:

- Please visit [www.themakeupladiesbrisbane.com](http://www.themakeupladiesbrisbane.com)
- or [www.facebook.com/themakeupladiesbrisbane/](https://www.facebook.com/themakeupladiesbrisbane/)
- or email: [themakeupladiesbrisbane@gmail.com](mailto:themakeupladiesbrisbane@gmail.com)

## SERVICE PRICES:

All prices listed at [www.themakeupladiesbrisbane.com](http://www.themakeupladiesbrisbane.com) are per person otherwise clearly specified. Prices are correct at the time of publication; In case of human or computer error, The Makeup Ladies Brisbane reserve the right to re-invoice for the correct price or service/s to be charged.

Prices quoted are valid for 30 days from the quotation date unless otherwise indicated. Please note that all prices and availability are subject to change, at the discretion of The Makeup Ladies.

The service fees quoted/invoiced may not include unknown costs associated with the booking such as additional travel, parking fees, and/or any other unique or special requirement/s that are not known at the time of the issuance of the quote/invoice. A further updated invoice will be issued to cover the said costs.

## PAYMENTS:

Payments to The Makeup Ladies can be made by the following methods:

- Cash; Payable on the day of the booking, however, must be prior approved/arranged with The Makeup Ladies in writing.
- Bank Deposit; This is the preferred method of payment to The Makeup Ladies' Suncorp bank account details (Account Name: The Makeup Ladies Brisbane, BSB: 484-799 Account Number: 350 396 087 )

- Credit / Debit Card; Payments can be arranged via a credit/debit bank card, through our Square invoicing online system

The client scheduling the appointment will be held responsible for the total booking retainer amount to be paid by the stipulated time/s, prior to or on the day of the appointment (as advised and agreed to by The Makeup Ladies)

### **PAYMENT BREAKDOWN:**

For bookings made with more than 2 months in advance the following schedule applies.

For SINGLE Bookings (1 person only):

1. Initial Payment: A \$100 BOOKING RETAINER is to be paid upon booking to secure the requested appointment date and time.
2. Final Balance: is to be paid 7 business days prior to the appointment date or on the day of the booking (if prior arranged), including any further expenses (such as travel and or parking fees) or not known at the time of the quote/original invoice.

For GROUP (2 or more people):

1. Initial Payment: A \$150.00 BOOKING RETAINER is to be paid upon the issue of an invoice to secure the requested appointment date and time.
2. Part Payment: The next 50% of the remaining balance payment is to be paid by the stipulated date on the invoice (e.g. 2 months prior to appointment date)
3. Final Balance: is to be paid 7 business days prior to the appointment date including any further expenses (such as travel and or parking fees) or not known at the time of the quote/original invoice.

If the booking is made less than 2 months prior the payment schedule will be specified in the invoice.

### **BOOKING RETAINER:**

- All bookings retainer amounts are non-refundable and non-transferable to other clients/people.
- All bookings with The Makeup Ladies require a booking retainer to secure the requested appointment date and time. No appointment dates will be provisionally held unless a booking retainer is paid in advance, appointments will only be confirmed upon receipt of the booking retainer funds received (the "Paid booking retainer")
- The Paid booking retainer of postponed appointment dates for single bookings may be transferred to newly requested appointment dates on a case by case basis and or subject to availability (at the discretion of The Makeup Ladies) according to our cancellation policy listed below.

- All bookings will be subject to The Makeup Ladies' availability for the requested appointment date and time.

**CANCELLATION & POSTPONEMENT POLICY:**

All cancellations or postponements must be communicated as soon as possible. Cancellations or missed appointments without prior notice will incur the full cost of the appointment and or the booking retainer paid.

Cancellation/Postponements of any booking by the client must be given in writing, by email, and will only be confirmed upon receipt of the communication, booking retainer credit once issued is only valid for bookings within a 12 month period (from the original booking date).

Should a client request for a paid booking to be postponed (due to the client wanting to change the booked date), this will be subject to the new postponed date being available & at the discretion of The Makeup Ladies. The below postponement credits (if a new booking date can be confirmed), will be held for 12 months from the date of issue, however should there be any service fee price differences (from the original invoice) or a variation in the service quantities required, then this will be calculated at the current service fees at the time of the confirmation of the new booking date. Should there be any payment differences then these will be applied to the updated invoice issued to secure the requested postponed date.

The Booking retainer required for ALL BOOKINGS (Single/Group) is non-refundable/non-transferable, due to the amount of work involved in scheduling bookings and staff blocking out their dates & times. All deposits are non-refundable, however the Makeup Ladies reserves the right to review each booking cancellation or Credit/Reimbursement request at their discretion by the case-by-case circumstances.

**For SINGLE bookings (1 person only)**

The following CREDIT conditions apply if your booking is postponed for the first time by you, the client:

**POSTPONEMENT of booked date**

	<b>Booking Retainer \$100.00</b>	<b>Final Balance</b>
	<b>Due upon booking</b>	<b>Due 7 days before the date</b>
<b>Up to 3 months prior</b>	Full credit	Full credit
<b>3 months to 2 months prior</b>	75% credit	Full credit
<b>2 months to 1 months prior</b>	50% credit	Full credit
<b>1 month to 2 weeks prior</b>	25% credit	Full credit
<b>2 weeks prior and under</b>	No credit / Booking retainer forfeited	Full credit

*\*For any further / subsequent date postponement requests (post the original booked date) & not due to a complete COVID related BRISBANE Lockdown, then the subsequent postponement will incur a \$20 re-booking admin fee to be added to the invoice for the booking of the subsequent postponed date(s)*

*\*If The Makeup Ladies are not available for the requested postponement date, the same time scale applies for a reimbursement*

If the client wants to cancel their appointment there will be NO REIMBURSEMENT of the Booking retainer.

**For GROUP bookings (2 or more people)**

The following CREDIT conditions apply for the retainer and the required part payment paid 2 months before the date if a Group booking is postponed for the first time by you, the client:

### POSTPONEMENT of booked date

	<b>Booking retainer of \$150</b>	<b>Part Payment</b>	<b>Final balance</b>
	Due upon booking	Due 60 days prior	Due 7 days before the date
<b>Up to 2 months prior</b>	No credit	Full credit	Full credit
<b>2 months to 1 months prior</b>	No credit	75% credit	Full credit
<b>1 month to 2 weeks prior</b>	No credit	50% credit	Full credit
<b>2 weeks prior and under</b>	No credit	No credit	Full credit

*\*For any further date postponement requests (Not due to a complete COVID related BRISBANE Lockdown) then this will incur an additional booking retainer of \$100.00 to be added to the invoice for the re-booking of the postponed date*

*\*If The Makeup Ladies are not available for the requested postponement date, the same time scale applies for a reimbursement*

The following REIMBURSEMENT conditions apply for the retainer and the required part payment of 50% paid 2 months before the date if a Group booking is canceled by you, the client.

### FULL CANCELLATION of booked date

	<b>Booking retainer of \$150</b>	<b>Part Payment</b>	<b>Final balance</b>
	Due upon booking	Due 60 days prior	Due 7 days before the date
<b>Up to 2 months prior</b>	No reimbursement	Full reimbursement	Full reimbursement
<b>2 months to 1 months prior</b>	No reimbursement	50% reimbursement	Full reimbursement
<b>1 month to 2 weeks prior</b>	No reimbursement	25% reimbursement	Full reimbursement
<b>2 weeks prior and under</b>	No reimbursement	No reimbursement	Full reimbursement

## **COVID19 RELATED EXCEPTIONS & TRAVEL RESTRICTIONS:**

The above cancellation/credit conditions apply for all single/group bookings, however, only in the absolute case of a full QLD State or BRISBANE City lockdown, would we be willing to refund the full amounts paid (less a \$20.00 administration fee plus the 2.2% surcharge if paid by Square) due to the event not being able to take place because of a COVID19-related lockdown imposed and therefore the booked event being canceled in full & The Makeup Ladies not being able to operate / render the hair/makeup services booked.

In the exception that due to a QLD Border / Brisbane City lockdown which affects The Makeup Ladies' ability to travel for the client booking, then in this instance would we be willing to refund the full amounts paid due to The Makeup Ladies for not being able to render the services booked (less the 2.2% surcharge if paid by Square)

In the case that the client is unable to travel into QLD / Brisbane CITY / surrounding areas within Brisbane for their booking due to a QLD border closure, then this will be reviewed on a case-by-case situation, pending when the notification is provided, any requests for refunds/credits will be at the discretion of The Makeup Ladies, however the non-refundable booking retainer will always be forfeited in this situation.

## **REFUNDS:**

The Makeup Ladies do not offer any full or partial refunds for any completed services; therefore, if during the appointment, you are in any way dissatisfied with the Services provided, you must promptly notify either Ashley or Maria from The Makeup Ladies or any of the subcontracted artist or hairstylist whilst they are on location in order to provide a solution. If the client does not raise a complaint during the appointment, the Service will be deemed complete in satisfaction with the client and all future claims will be dismissed. All discussions regarding refunds or postponements will be entered into on a case-by-case basis.

In the event that either Ashley, Maria or a subcontractor from The Makeup Ladies falls ill or they are physically unable to attend your appointment for any reasonably unforeseeable reasons, all attempts will be made by The Makeup Ladies to send a trusted replacement colleague/subcontractor to your appointment, who will be fully briefed.

In the unlikely event that The Makeup Ladies will need to cancel your booking for unforeseen reasons, or reasons beyond their control and are not able to find you a suitable replacement makeup artist and or hairstylist, all monies transferred at the time of the cancellations shall be refunded to the client (Including any payments made for the bridal trial, if the service was rendered prior to the cancellation by The Makeup Ladies).

## **TIMINGS AT BOOKINGS:**

Time management is of the essence with any makeup and or hairstyling appointment with The Makeup Ladies to ensure the completion of the requested services at the stipulated end time, therefore adherence to appointment times is critical in ensuring that we, The Makeup Ladies deliver the requested service/s you expect. Therefore, when making appointment times please note that these times will be strictly adhered to. Should unforeseen circumstances arise, the onus is on the bride or client to advise The Makeup Ladies as soon as practicable. The Makeup Ladies is not responsible if desired completion time is not met due to the client or bridal party members causing delays, such as late arrivals of clients/bridal party, coffee/food/smoking breaks, breastfeeding time allowances whilst a service is being performed. Extra time fees may be applicable. These will be charged at \$25.00 per 15-minute increment over and above the stipulated finish time.

## **CHANGES TO BOOKINGS:**

i.e. Number Of Clients or Times Agreed Upon At Time Of Booking

Should the number of book services (Makeup and or hairstyling) are requested to change (i.e decreased amount of makeup and or hairstyling services required on the day of the appointment) after you have made a final payment, the client will still be charged for those services requested at the booking.

This is based on losses suffered by us in reserving the date and times required to fulfill your original booking requests based on the number and types of services to be performed. Should you need to alter/change your requested appointment start and or finish time, once you have made a final payment to secure your appointment with The Makeup Ladies, and either Ashley, Maria or another subcontracting artist is not able to fulfill your requested time change due to another appointment/s / commitment/s clashing with the new requested start or finish time, you may still be charged for the services that are not able to be supplied/performed at the appointment.

Refunds for any services which are not rendered at the time of the appointment will be considered on a case-by-case situation, however, will be solely at the discretion of The Makeup Ladies, based on the time of when the cancellation was given and or the unique circumstances that arise due to the need of the cancellation/s.

## **ADDITIONAL SERVICES REQUIRED (Day of booking):**

i.e. Extra people wanting makeup and or hair styling services

If any additional people require makeup and or hairstyling services on the day of the appointment but have not been included in the original booking/invoice issued, this is not normally a problem, and payment can be made via cash or bank transfer to The Makeup Ladies at the appointment. Please, where possible give The Makeup Ladies / subcontracting stylists prior notice if others at the booking are after further styling so that we can prepare and adjust the timings associated, if possible. Depending on the allocated time of the appointment, this may not be always possible and please respect The Makeup Ladies' decision to decline if this is the case, especially for a bridal or group booking.

### **EARLY MORNING START TIME:**

For all bookings that require the artists/hairstylists to start between;

- **6.15 AM - 7.30 AM** will incur a **\$35.00 fee** per artist hired.
- **5.30 AM - 6:00 AM** will incur a **\$50.00 fee** per artist hired.
- Before **5.30 AM** will incur a **\$75.00 fee** per artist hired.

The booking start time will be based on the time required to complete all the services by the requested end time.

Brides/clients do not choose the time at which The Makeup Ladies and or any other artist/s subcontracted to The Makeup Ladies are to arrive; The Makeup Ladies will notify the Bride/client of their arrival time the week leading up to the wedding/group / single person appointment and will provide an estimated timeframe schedule of the requested start time and estimated finish time for all bridal/large group appointments.

### **MISCELLANEOUS FEES:**

#### **CALL OUT FEE:**

A call out fee will be incurred depending on the distance The Makeup Ladies are required to travel to get to your requested appointment location. Not applicable for home studio bookings.

#### **TRAVEL/PARKING FEES/TOLLS:**

In the event that any hotel/motel/venue parking fee/s are incurred as a result of the appointment location, these additional charges will be passed on to the client for reimbursement at the time of the appointment (if known) or prior to The Makeup Ladies' departure. If parking is to be required at a hotel/motel/venue, we request that the client is to please arrange this with the hotel/motel/venue in advance of the appointment and have the related charges applied to their room tab, etc. We, The Makeup Ladies request that up to two car spaces are to be allocated at the request appointment hotel/motel/venue, unless otherwise stated.

## **ADDITIONAL SURCHARGES**

### **SATURDAY:**

Bookings on Saturdays with less than 3 services booked (Makeup and/or Hair) will attract a 10% Service Surcharge (i.e. 1 or 2 services ONLY)

### **SUNDAY & PUBLIC HOLIDAYS:**

Any appointments on Sundays or public holidays will attract a 15% Surcharge (Single or Group bookings)

### **OVER-TIME:**

In the event that you the client are late for an appointment (over 15 minutes from the original start time) and/or an appointment exceeds the scheduled time that we have allowed as a result of delays caused by the client, an additional fee of \$15.00 per 15 minute over-time increment will be charged on top of the total cost of your service/s.

### **OVERWET / DAMP HAIR prior to dry hairstyling:**

Should the client not have hair dry enough for a dry hairstyle to be done e.g. client has wet or very damp hair (This does not apply to a prior booked blow-dry & style) and therefore The Makeup Ladies or the artist/s subcontracted to The Makeup Ladies is required to blow dry the hair to a suitable dryness prior to starting the desired dry hairstyle such as GHD Curls or a half up or full upstyle, an additional cost of \$25.00 per person will be added to the booking if this is the case on the day of the booking.

### **HAIR EXTENSIONS / EXTRA HAIR PADDING (if required for the Bride/ Bridal party hair services):**

An additional charge of \$15.00 per person will be required for the application of any hair extensions (if provided by client) and or any extra hair padding application required for the particular hairstyle requested.

### **HAIR AND OR & MAKEUP TRIALS**

The same service fees (Single or Group bookings) apply to any makeup and or hair styling trials (Monday - Friday) at The Makeup Ladies' home-based studios in either Toowong or Alderley. A travel / call out fee (per artist required) will apply for trials to be done at another location.

Please note that a 15% SURCHARGE applies for Trial bookings requested on a WEEKEND (based on our availability)



## **GENERAL DISCLOSURES: HYGIENE POLICY, HEALTH & SAFETY**

You, the client and anyone else associated with the booking / receiving the requested services acknowledge that all makeup & or hairstyling services provided by The Makeup Ladies and any related subcontractors, involves the application of makeup/cosmetic/hair styling products and associated tools, directly to the relevant body parts; including but not limited to your eyes, skin and or your head/hair (if hairstyling is also required), therefore you agree that you have disclosed any and all medical or other skin/hair conditions known to you which a reasonable person would disclose, including but not limited to general allergies, skin/scalp sensitivity, contagious skin/eye conditions such as; conjunctivitis, active herpes (cold sores), impetigo/Methicillin-resistant Staphylococcus aureus (MRSA), head lice (nits) or any known viruses such as the flu, Coronavirus. Please note that The Makeup Ladies cannot work on and will refuse services to be performed on clients who are at the time of the appointment contagiously ill or have any contagious infection/s. The particular service/s will, therefore, be refused at the particular makeup artist's / hairstylists' discretion.

The Makeup Ladies or any subcontractors working with them are not, under any circumstances, responsible for any allergic reactions to products used. The onus is on you the client to notify The Makeup Ladies if you or anyone associated with the appointment/services to be received have any particular hypersensitivity that you are aware of. Should you request for any of your own product/s that you are familiar with, to be used only on yourself by the artist/stylist, you then agree that we, The Makeup Ladies are not liable for, & will indemnify us from any & all claims, liabilities, costs, loss, & causes of action relating to personal injury or death arising directly or indirectly as a result of your products being used at the time of booking.

The makeup chair that is provided by The Makeup Ladies / the subcontracted artist has a weight limit of approx. 90 Kilograms. Should this not be suitable due to the weight restriction or any other physical limitation such as pregnancy or disability please notify us at the time of your appointment or in advance and we will find another suitable chair in the utmost discretion. The Makeup Ladies and or the subcontracted artists are under no obligation to ask clients their weight; the onus is on the client to advise of any clients that will need alternative seating. We accept no liability for any claims arising from weight exclusions regarding our makeup chairs you then agree that we, The Makeup Ladies are not liable for, & will indemnify us from any & all claims, liabilities, costs, loss, & causes of action relating to personal injury or death arising directly or indirectly as a result of the chair used at the booking.

The Makeup Ladies reserves the right to stop work if there is any smoking in or entering the vicinity of the makeup / hair styling area for the health and safety of our team. The Makeup Ladies / the subcontracted artist reserves the right to refuse service on any clients displaying contagious viral symptoms including but not limited to vomiting, diarrhea and suspicious rash to ensure the health of our staff and our other clients.

Children and or pets in attendance of the booking are to be supervised by a responsible adult at all times. Children and or pets are not to be in the service area at any time unless they are

having a service and are being supervised by a responsible adult. This is for their own safety; we use very hot styling tools, operate electrical equipment and have very heavy equipment which can tip if not used correctly. The Makeup Ladies accept no liability from any claims arising from any children's and or pets' injury while in the service area.

**OTHER:**

For unforeseeable circumstances (out of The Makeup Ladies or Subcontracted artists control such as illness or injury) the original booked artist(s) may differ from who is assigned initially to the booking. Every attempt will be made by The Makeup Ladies to provide trusted and experienced artists to complete your booking.

Damages, theft or contamination to The Makeup Ladies' or the subcontracted artists' property caused by any person, (including children and or pets), require on the spot compensation of equipment plus shipping costs of that equipment. This applies to damaged or contaminated items. As children / pets cannot compensate, their responsible adult, (or The Client), will be held responsible for on the spot compensation.

We do our best to ensure the products we use at a trial are also used on the wedding day but please be aware that there are situations beyond our control that may prevent this, such as a supplier discontinuing a product or a supplier delay in restocking a product. We will always aim to replace the product with something similar.

Clients acknowledge that The Makeup Ladies may use any photographs or images taken for portfolio, website and any promotions, please let us know if you are not comfortable with this arrangement.

The client understands that once they pay the booking retainer, they are legally bound by this document.

The User Terms may be altered, however, the version supplied at the time of booking will be applied. You may request the most up to date version by contacting The Makeup Ladies; email: [themakeupladiesbrisbane@gmail.com](mailto:themakeupladiesbrisbane@gmail.com) or refer to [www.themakeupladiesbrisbane.com](http://www.themakeupladiesbrisbane.com)