



## 2026 On Site Hair Contract

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[KellyKayHair.com](http://KellyKayHair.com)

Name \_\_\_\_\_ Today's Date: \_\_\_\_\_

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

Phone # \_\_\_\_\_ Email \_\_\_\_\_

Wedding Date \_\_\_\_\_ Wedding start time: \_\_\_\_\_

Time bride must be finished: \_\_\_\_\_ Time bridal party must be finished \_\_\_\_\_

Location where the services are to be rendered: \_\_\_\_\_

Best phone number to contact you on the day of the wedding: \_\_\_\_\_

Wedding planner's name & number: \_\_\_\_\_

Name of photographer/videographer: \_\_\_\_\_

Name of Makeup artist if available: \_\_\_\_\_

Name(s) of person(s) receiving service(s) and service(s) receiving: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

The date listed on this contract will not be held until the full retainer is made and contract received. After contract is sent, please send back within 10 days will full retainer.

Due by \_\_\_\_/\_\_\_\_/\_\_\_\_

### \*PRICES ARE PER PERSON

Service/Add on	Unit Price	Quantity	Total
Formal style	120		
Half up	120		
Bobs and Pixies	70		
Junior Bridesmaids	70		
Trial	120		
Touch up (hourly)	100		
Extensions	May be an additional charge		

## TRAVEL FEES \$2.00 PER MILE

### RETAINER

	Unit price	Quantity	Total
Bride	\$50.00		
Bridal party member	\$25.00		
Total			
Balance due			

\*service minimum \$500 for day of wedding

The services listed in the attached "Services Breakdown" are the only services Kelly agrees to perform and no services will be booked without a retainer payment. If after contract signing and retainer payment client wishes to add services and/or persons receiving services, s/he may do so only upon payment of additional retainer(s) of \$25 added services/participants. **There will be a \$200 charge if an assistant is required to perform your services in the time frame allowed.**

Please read over, initial and sign the agreement below:

1. **Retainer Policy:** We require a \$50 non-refundable retainer for the bride and \$25 non-refundable and non-transferable retainer for each bridal party member receiving services. These retainers will go towards the wedding day balance per person. As the bride, you will be responsible for all returned checks and their fees. You are also responsible for payments of remaining balance of all service(s) the day of. All retainers must be paid to Kelly Munno directly and will not be added to balances due on the day of services. An invoice for said retainers will be sent to your email.

2. **Expense Reimbursements** - Client agrees to reimburse the attending artist/stylist for all reasonable expenses relating directly to the wedding event itself including, but not limited to, parking fees, destination travel fees, accommodations, etc. Both parties agree to discuss the existence of any such charges in advance of the event to avoid any surprise to the client as to what will constitute an expense and Kelly Munno agrees to supply expense receipts if requested. Driving fee of \$2 per mile to and from said destination **per stylist** will be added to the wedding day balance.

3. **Balance due/Cancellation Policy:** The balance due for all services rendered shall be due and owing on the date stated above. Cash, check, Venmo and credit cards are acceptable forms of payment. Should you need to cancel your wedding date or any SERVICE(S) reserved on this contract please let Kelly Munno know immediately. **If the Client cancels this contract or ANY SERVICE(S) 60 or MORE days prior to the service date, only the RETAINER is owed and is non-refundable. If the Client cancels this contract or ANY SERVICE(S) 60 days OR LESS prior to the service date, the FULL balance of this contract OR CANCELLED SERVICE(S) is due and is non-refundable.**

4. **Client preparation:** Client acknowledges and agrees s/he and others receiving services must have CLEAN, moisturized skin prior to makeup application. Clean, DRY (non flat- ironed) hair prior to hair styling. Client acknowledges these requirements and agrees to prepare for make-up and/or hair styling services accordingly. If person(s) receiving hair and/or make-up services is not properly prepared, thereby requiring the artist/stylist to spend time preparing the skin and/or hair, Client will be subject to overtime service fees of \$20 per incident. Client shall disclose the existence of any allergies and/or medications or any other condition that may affect the application of makeup or hair services. If Client

fails to make such a disclosure, no refunds will be provided for work unable to be performed because of these conditions.

**5. Failure to Perform** - Kelly Munno Artist/Stylists providing services are not responsible for services not completed or contract overtime fees due to delays caused by the Clients. Client acknowledges and agrees that should s/he or anyone else receiving services should be prepared to receive services at the stated location and time in this contract and in schedule sent to bride. To avoid incomplete services or running late, please have bridal party members review schedule that is sent up to 2 weeks prior to wedding. Kelly arrives 15 minutes prior to start time to set up. Please have the bridal party members receiving services first, to be ready at stated time. If not, this will cause the whole schedule to be delayed and may cause services not to be complete in time. Please confirm hair and/or makeup schedule with photographers/videographers, so we are all on the same timeline.

**6. Unsanitary, infectious, or unsafe conditions** - We reserve the right to refuse services if unsanitary conditions exist and/or contagious infections are present. Client understands and acknowledges that Artists will NOT perform services to anyone with contagious infections or illness. Such as, but not limited to pink eye (conjunctivitis), lice, flu, or cold sores. Kelly will NOT perform any services if one or more person is present with COVID-19 or COVID-19 like symptoms. There shall be no refund of any deposit paid. Client acknowledges and agrees that verbal abuse to an Artist/Stylist is unacceptable by any person at the event and shall be grounds for the Artist/Stylist to cease services immediately. Client acknowledges that they will not be entitled to a refund for any work already performed and client may not review artist or stylist vendor poorly on social media or other review sites if this happens. Kelly may not be held responsible for any allergic reactions/illness due to products used during any service(s).

**7. Unforeseen Circumstances** - In the event of fire, accident, flood, death in immediate family, act of God, or other causes beyond the parties' control that prevent performance of the services, the parties release each other from the terms and obligations described here and from damages resulting from nonperformance. In no event shall either party be liable for lost profits, sales, or any incidental, consequential, punitive, or special damages arising from any breach of this Agreement. May only cancel due to COVID-19 if there is a mandated shutdown of the area. If it is the choice of bride/groom and their bridal party members, normal cancellation policy will be in effect and can be found in section 3 of this contract.

**8. Interpretation.** If any provision in this Agreement requires judicial interpretation, the judicial body interpreting or construing such provision shall not apply the assumption that the terms hereof shall be more strictly construed against one party because of the rule that an instrument must be construed more strictly against the party which itself or through its agents prepares the same; the parties hereby agreeing that all parties and their agents have participated in preparation of this Agreement equally. Subject headings are provided for organization and shall not be considered in any interpretation of this agreement. "She" as used in this agreement is interchangeable with the pronoun "he".

**9. Severability.** If any provision of this Agreement, or the application of such provision to any person or circumstance, shall be held invalid by any court, governmental agency or regulatory body, the remainder of this Agreement, or the application of such provisions to persons or circumstances other than those to which it is held invalid, shall not be affected thereby and shall remain in full force and effect. To the extent permitted by applicable law, the parties hereto hereby waive any provision of law that renders any provision hereof prohibitive or unenforceable in any respect.

**10. Governing Law.** This Agreement and the rights of the parties here under shall be governed by and interpreted in accordance with the laws of the State of New York, and each of the parties consents to the jurisdiction of the Circuit court of Monroe County, New York for the purpose of any actions brought under or pursuant to this Agreement.

11. \_\_\_\_\_ **Entire Agreement.** This Agreement constitutes the entire agreement between the parties, and no modification of this Agreement shall be valid unless such modification be put in writing and be signed by all parties.

**THE UNDERSIGNED ACKNOWLEDGES THAT THEY HAVE RECEIVED, READ, AND THAT THEY UNDERSTAND THIS AGREEMENT'S CONTENTS. THE UNDERSIGNED ACKNOWLEDGES THAT THE RETAINER PAID IS NON-REFUNDABLE OR TRANSFERABLE. BY SIGNING THIS CONTRACT, ALSO AGREES THEIR RESPONSIBILITY FOR THE TOTAL BALANCE DUE FOR EVERYONE RECEIVING HAIR AND/OR MAKEUP SERVICES INDICATED ABOVE. I WILL ABIDE BY THIS CONTRACT.**

CLIENT SIGNATURE: \_\_\_\_\_

PRINT NAME: \_\_\_\_\_

DATE: \_\_\_\_\_

I, \_\_\_\_\_ give consent to be photographed with the understanding that my picture could be used in the future for advertising, on a web site, and or in a portfolio for future clients to view.

\_\_\_ x here if you would not like your name disclosed with the use of the photo.

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