

✦ Hair Station ✦

Your Last Stop For Amazing Hair

Wedding Services Consultation - \$35

We begin the process with a detailed 30 minute consultation to understand your wedding theme, dress style, and personal preferences. Our bridal team expert will work closely with you to design a hairstyle and makeup look that perfectly complements your facial features, dress, and overall wedding aesthetic. This service does not include a trial of the hairstyle.

Hair Styling & Makeup Consultation & Trial - \$65 each

These 1 hour consultation services get you an early preview of what your hair and/or makeup will look like on your big day. Trials are recommended 2-4 months prior to your event. Choose a day that you have another event to attend so you can show off your look and not let it go to waste.

Wedding Hair Styling Package - \$95

Includes:

- Event hairstyling
- Email and phone communication to assist with all aspects of the planning
- Pinterest collaboration prior to trial find the perfect hair inspiration and style
- Scheduling and wedding timeline planning and coordination

Wedding Makeup Package - \$95

Includes:

- Event makeup application
- Optional strip or individual lashes
- Traditional or airbrush makeup
- Email and phone communication to assist with all aspects of the planning
- Pinterest collaboration prior to trial find the perfect makeup inspiration and style
- Scheduling and wedding timeline planning and coordination

Attendants & Guests Hair & Makeup

- Hairstyling - Updo, half up, down & formal styling (1 Hour) - \$65
- Makeup (1 Hour) - \$65
- Add On HD Airbrush Makeup - \$20.00
- Add On Strip Or Individual Lashes - \$10.00

Glam Team Touch Ups - \$100/Hour/Per Stylist

✦Hair Station✦

Your Last Stop For Amazing Hair

BRIDAL & EVENT SERVICES TERMS & CONDITIONS

Subject to change at anytime

1. **DEPOSITS:** In order to secure your date the following is required: a signed bridal contract, email address, a credit card on file and a \$150 deposit. An invoice will be sent to you to pay your deposit and once paid your date will be confirmed. This deposit is refundable if canceled outside of 90 days prior to the event, otherwise the deposit is non-refundable and non-transferable. Deposit will be put toward the client's total balance and does not include the cost of any trials. All trials are separate additional service charges.
2. **30 DAYS PRIOR TO WEDDING:** You may add people up to 30 days before the event if time allows. You may subtract people up to 30 days prior to the event. All additions and changes are final, a contract will be sent and 50% of balance will be charged. Failure to pay could result in loss of event date and deposit.
3. **DAY OF WEDDING:** All add-ons and final payment will be charged to the card on file before leaving the premises.

GRATUITY: 18% gratuity will be added to all on site services. 100% of gratuities goes to your hard working service providers.

ACCEPTED FORMS OF PAYMENT: CASH, VISA, DISCOVER, MASTERCARD & AMERICAN EXPRESS.

PARKING FEES: Where parking, valet or toll fees may be incurred. This amount will be included in the total.

STYLIST TRAVEL: A standard \$100 fee, per artist, for an event within 10 miles of our salon (5849 Washington Blvd. Elkridge, MD 21075.) For every additional mile over 10 miles, there will be a \$2 per stylist per additional mile charge.

ASSISTANTS: There are times when another stylist is not needed but an assistant is to coordinate and prep hair and makeup for the stylist. A standard \$50 fee, per assistant, for an event within 10 miles of our salon (5849 Washington Blvd. Elkridge, MD 21075.) For every additional mile over 10 miles, there will be a \$1 per stylist per additional mile charge.

DELAYS: A late fee of \$25.00 will be charged for every 30 minutes of delay. This includes but is not limited to tardiness and anything caused by the client resulting in the service provider being delayed.

MINIMUMS: For on location events, there is a 4 person minimum including the bride and 3 attendants receiving services or a \$500 minimum. If services do not meet minimum requirements, you may schedule your service to be provided at The Hair Station if available. Exceptions may be made if this the wedding is off season(Jan-March) but this is not guaranteed

PRIME PRICING DAYS: If a wedding is requested outside of our normal business days and a service provider is available, a fee may apply. Our business days are Tuesday-Saturday.

✦Hair Station✦

Your Last Stop For Amazing Hair

EARLY START FEE: Early morning start fee (booked before 8:00am) will result in a fee of \$100 per hour outside of business hours.

CANCELLATION POLICY: If for any reason the Client needs to cancel the event, a notification must be made in writing, signed by the clients, and sent via email to HairStation@elkridgehairstation.com. Cancellations will result in loss of all deposits made. If clients fail to supply written cancellation notification 14 days before the event date, Clients shall be required to pay the full balance due.

CONSULTS & TRIALS: To prepare for the big day, avoiding any potential miscommunication and/or time delays is most important. We make it our duty to ensure everyone is on the same page and to do so a consultation and a trial are required. **** Please note**** The artist/stylist performing your trial is not guaranteed to be your artist/stylist the day of, however we will always try our best to set it up so that it is the same person. Rest assured that all Hair Station employees go through the same training program and can duplicate your look. If you plan on bringing family or friends from the bridal party, please limit your guests to 1 for seating purposes and let the salon know beforehand.

BOOKING TIMES: ALL persons contracted for services MUST be at the same location, we will only set up in one location per wedding, and work in consecutive time (no gaps in between). We ask that ALL event attendees receiving services are present at the start of the agreed upon time. If the groom is receiving services as well he must also be on location (a different room is acceptable), however, if a party member would like services performed at a different location, a separate contract with a new deposit must be made, NO EXCEPTIONS. The contract will have an agreed upon start & end time set by The Hair Station. All services scheduled will run consecutively and on an individual basis. Each client is different and requires a different amount of time. The next person will need to be ready so we stay on time. Occasionally the start & end time may shift slightly to accommodate needs after a time is set. The Hair Station is the only authorized person to make any changes to the start or end time and the contract will then be updated to reflect any changes. Because we book same day appointments and event parties, only we can adjust the time at our sole discretion, and have no guarantee that we will be able to accommodate changes to the appointment times requested by the client.

SAFE WORKING ENVIRONMENT: Clients understand and agree that The Hair Station maintains a safe and clean work environment at all times and complies with all health and safety laws, directives and rules and regulations. Clients understand and agree that during the event, the client and their guests will not knowingly be exposed to any illness, or request The Hair Station and its employees to do anything illegal or unsafe. Further, the Hair Station will not provide services at any location or area deemed to be unsafe in its sole discretion, including, but not limited to, areas affected by communicable diseases, quarantined areas, areas without electricity provided or other similar occurrences. Under such occurrences, The Hair Station reserves the right to terminate service coverage immediately and/or leave the event. Clients agree to relieve and hold The Hair Station harmless as a result of incomplete event coverage, or for a lapse in the quality of the Hair Station's work, and Clients shall be responsible for payment in full.

LOCATION REQUIREMENTS For work area, 2-4 medium or 1-2 large size tables need to be available for us to use. And depending on the size of the party, a large room will need to be provided for us to work efficiently. Ample lighting is a MUST! At minimum 1-2 well lite windows

✦Hair Station✦

Your Last Stop For Amazing Hair

are necessary for makeup services to be performed properly. For hair, several nearby working standard outlet(s) are needed; we will bring necessary extension cords and tools. The client will provide a few low-back chairs for hair services and 1-2 higher set chairs work best for makeup services, (Higher set chairs are preferred but not required). We do require air conditioning during hot months May- Sept, use of multiple ceiling or floor fans can be used in case of no air conditioning, and should be provided by you or the on site location. The air temperature during the hotter months should be no higher than 68 degrees to prevent makeup supplies from being damaged and makeup not adhering to the clients face properly.

CLIENTS' RESPONSIBILITY TO SECURE INSURANCE: Clients understand and agree that it is their sole responsibility to research and acquire any and all travel, flight, and/or event insurance to protect themselves from unforeseen events, extreme weather, or extenuating circumstances beyond the parties' control. Clients agree to relieve and hold the Hair Station harmless for all such occurrences.

GLAM TEAM TOUCH UPS (minor adjustments to freshen up the look): Getting a large (6 people or more in addition to the bride) party ready for an event can take several hours. We want everyone to feel free to eat, drink, and relax. The Glam Team will perform touch-ups just before the contracted GET READY TIME so the first person feels just as fresh as the last person. Touch-ups are ONLY provided for those who have paid for the initial service. If you request (ON THE DAY OF) an artist to stay during the ceremony and/or afterwards for photo touch ups an additional \$75 per hour per artist would be applied to the final invoice. Please note that this is at the artists discretion as they are only contracted to the agreed upon GET READY TIME. Rest assured ALL makeup used is waterproof/resistant and will stay put and look just as fresh from the moment it was applied till the end of the night.

SATISFACTION GUARANTEED: Hair and makeup will be completed to the client's reasonable satisfaction, and acceptance of the completed service application is acknowledged by the client that the service is performed to the client's satisfaction.

FAILURE OF COMPANY TO PERFORM SERVICES: In the event the Hair Station cannot or will not perform its obligations under this Agreement, it will: 1. Immediately provide notice to the client. 2. Attempt to find another competent professional to take the place 3. If another competent professional is not available or clients do not agree to transfer of obligations to said alternate professional, the Hair Station will issue a refund or credit. 4. Excuse Clients of any further performance and/or payment obligations in this Agreement. (Please note, this has never happened.)

PHOTO RELEASE: Agreeing to and accepting this separate term in the contract, you and all members of your party are authorizing The Hair Station to use any and all photos for use on our website / social media and all potential marketing campaigns. We appreciate and respect your wedding day, all pictures will be held for 7 days so as to not show you off before you get to do so first. We will always get permission from your photographer to use their photos as well. These pictures are imperative to our business and showing everything our amazing artists are capable of. These pictures not only help our salon but they provide content to help build each of the artists portfolio to show how truly amazing they are. While not professional photos you may find these capture a special piece of your special day and we will happily share. If posted you can find them on all our social media platforms but feel free to send us an email if you would like for us to send them your way.