



**POLICIES & TERMS**

**THIS CONTRACT** is entered into on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ and is the only agreement between \_\_\_\_\_ [hereinafter referred to as the “Client”] and Lyssa Honey (Alyssa Dearing).

**BOOKINGS:** To secure a date, a signed contract is required with a 50% deposit due at the time of signing. The deposit is non-refundable and non-transferable after three (3) days have elapsed from the date of contract signing. Please be advised, dates and scheduled makeup times will only be reserved when a signed contract and deposit are received. \_\_\_\_\_ Initial

**BOOKING TIMES:** Contract will contain a start time and end time initialed and approved by client. Each makeup application requires a certain length of time to be finished and is not to exceed time limit. When reserving your date, book accordingly. Any additional makeup needs outside contract will only be performed at the discretion of the makeup artist. All persons involved in makeup appointments need to be available at the scheduled time of said appointment in order to not break the contract. All makeup for more than one person must be at the same location and consecutive in time (no gaps in between).

Early Call Times: A \$50 fee will be charged for booked appointment times before 9:00 a.m.  
\_\_\_\_\_ Initial

**DELAYS:** A late fee of \$20.00 will be charged for every 20 minutes of delay when a client is late for the scheduled time, or if scheduled makeup exceeds allotted time because of client delays. Contract will state the times late fees will begin and the amount charged and will be initialed and approved by client. \_\_\_\_\_ Initial

**DOUBLE BOOKING CLAUSE:** Due to potential scheduling conflicts, if any person is not available for an appointed booking time, then his or her makeup may be cancelled (at the sole discretion of the makeup artist) and all deposit monies are non-refunded. \_\_\_\_\_ Initial

**SATISFACTION GUARANTEED:** Makeup will be completed to client's satisfaction, but is not to exceed allotted makeup time. Ample time is given for each makeup upon booking. Acceptance of completed makeup application by client is acknowledgement by client that makeup is done to his / her satisfaction. \_\_\_\_\_ Initial

**TRIAL MAKEUP:** A trial makeup (consultation) is available for services that do not include one. The additional trial makeup service costs \$50 and is limited to one-half (1/2) hour. This is a separate fee and is due when trial service is rendered. If you are more than 15 minutes late for

your appointment, it may be cancelled and a late fee of \$25 will be applied to the final bill. Please call at least one (1) day in advance to reschedule a trial makeup. \_\_\_\_\_ Initial

**CANCELLATION:** All deposit monies paid by client will be refunded if contract is cancelled within three (3) days of contract signing. After the three day grace period, should a client cancel the booked event or any service on a contract, the deposit will not be refunded or transferred. If makeup artist cancels at any time or be unable to perform her duties for any reason, the deposit paid will be fully refunded by check within two (2) weeks. Client agrees that the refund of 100% of the deposit is the only liability to Lyssa Honey (Alyssa Dearing). \_\_\_\_\_ Initial

**SERVICE LOCATION AND REQUIREMENTS:** Location of service for the day-of-event will be at the discretion of the client, but there are certain requirements the makeup artist needs to complete the makeup. A “set up” table/work area needs to be made available for the makeup artist at said location. Working electrical outlets must also be made available for use by makeup artist. Ample lighting, whether by means of natural light or by lamps, is necessary for services to be performed properly. A chair is requested. \_\_\_\_\_ Initial

**PARKING FEES:** Where parking, valet or toll fees may be incurred; the amount will be included with the final bill and due for payment on the day of the event. \_\_\_\_\_ Initial

**TRAVEL FEE:** A mileage fee will be charged for locations outside of a twenty (20) mile radius of the city of Centereach, NY. The amount will be determined at time of inquiry. \_\_\_\_\_ Initial

**AIRFARE AND ACCOMODATIONS:** All costs for travel to a booked event are to be paid by client. Costs may include, but are not limited to: airfare, hotel, transportation, parking, per diem, service incidentals and all taxes. \_\_\_\_\_ Initial

**LIABILITY:** All brushes and makeup products are kept sanitary and are sanitized between every makeup application. Makeup products used are hypoallergenic. Any skin condition should be reported by the client to the makeup artist prior to application and, if need be, a sample test of makeup may be performed on the skin to test reaction. Client(s) agree to release Lyssa Honey (Alyssa Dearing) from liability for any skin complications due to allergic reactions. \_\_\_\_\_ Initial

**PAYMENT:** The final balance is due on the day of the event as one payment - no exceptions. The person(s) responsible for the entire balance of payment is the person(s) who has signed the booking contract. Acceptable forms of payment are: cash, credit cards, cashier’s check or money order made payable to Alyssa Dearing. \_\_\_\_\_ Initial

**SEVERABILITY:** If any provision or provisions of this Agreement shall be held to be invalid, illegal, unenforceable or in conflict with any of the law(s) of any jurisdiction, the validity, legality and enforceability of the remaining provisions shall not in any way be affected or impaired thereby. \_\_\_\_\_ Initial

**USE OF IMAGE:** Lyssa Honey (Alyssa Dearing) may use on her website - and / or in any brochure, flyer or other advertising she deems necessary - any and all photographs, video, audio, and any other digitally or chemically stored media that is captured or recorded by Lyssa Honey (Alyssa Dearing). Client(s) agree to release any and all claims regarding use of his / her image for such purposes. Client(s) also agrees to release name and contact information of professional photographers and / or videographers used for recording any event for which the makeup artist has been contracted to do makeup. Client(s) agree to release to Lyssa Honey (Alyssa Dearing) use of said photographer / videographer photographs and recordings. \_\_\_\_\_ Initial

This signed agreement serves as a release to client(s), photographer / videographer and authorizes them to release to Lyssa Honey (Alyssa Dearing) any photographs / recordings to use on any promotional materials Lyssa Honey (Alyssa Dearing) deems necessary. \_\_\_\_\_ Initial

**CLIENT'S NAME** \_\_\_\_\_ **(please print)**

**CLIENT'S SIGNATURE** \_\_\_\_\_

**BIRTHDATE** \_\_\_\_\_

**ALLERGIES** \_\_\_\_\_

**AMOUNT OF DEPOSIT** \_\_\_\_\_

**AMOUNT DUE** \_\_\_\_\_

**DATE OF MAKEUP APPLICATION** \_\_\_\_\_

**START TIME/END TIME** \_\_\_\_\_

**DATE OF MAKEUP TRIAL** \_\_\_\_\_

**TODAY'S DATE** \_\_\_\_\_

**MAKEUP ARTIST** \_\_\_\_\_

**MAKEUP ARTIST SIGNATURE** \_\_\_\_\_