

Bridal



Contract

BALANCING STYLE & RELAXATION

Thank you for choosing Zoi'A Spa & Salon to help make your Wedding Day Dreams a Reality. Our staff understands how important this day is to you and we'll do our best to insure this is a day of happiness and celebration! A wonderful wedding is in the details, the following information helps us prepare for your Bridal Party on the day of the wedding.

Please return this contract promptly either in person, email or mail it to the address below. Once received our Bridal Consultant can get your date reserved. If you've already requested a HOLD on the date we will hold it for 7 days without a completed contract.

Zoi'A Spa & Salon
Attn: Bridal
2900 Deerfield Dr Suite 192
Janesville, WI 53546

If you have any questions please contact us at 608-554-3101 or email: zoiabridal@gmail.com

Wedding Date \_\_\_\_\_

Bride's Name \_\_\_\_\_ Married Name \_\_\_\_\_

Bride's Phone # \_\_\_\_\_ Bride's Email Address \_\_\_\_\_

Bride's Mailing Address \_\_\_\_\_

Requested Stylist For The Bride \_\_\_\_\_ Requested Date For Trial Updo (& MakeUp) \_\_\_\_\_
Brides Services Check One:

Updo & Makeup \_\_\_\_\_ Hair Only \_\_\_\_\_ Trial For BOTH Hair & Makeup \_\_\_\_\_

Ceremony or Picture Start Time \_\_\_\_\_ Time You Need To Leave Zoi'A \_\_\_\_\_

Would You Like Us To Confirm Your Wedding Party Attendants Appointments Individually? \_\_\_\_\_

Will Attendants Pay Individually? YES \_\_\_\_\_ NO \_\_\_\_\_

Alternate Contact If Bride Is Not Making Arrangements:

Name \_\_\_\_\_ Phone Number \_\_\_\_\_

Email Address \_\_\_\_\_

Mailing Address \_\_\_\_\_

-A non-refundable deposit of 50% of all services is due within 6 weeks\*of wedding date.

\*In the event another Bride should request the same date before your deposits are paid we will contact (using contact info in this contract- please make sure contact info is correct) and request the 50% deposit within 48hrs. If we do not hear from you within 48hrs we reserve the right to release those dates to another Bridal Party. In the event we can not reach you, and you would like us to immediately charge the 50% deposit of all booked services for your wedding date to the credit card listed in this contract please Initial Here: \_\_\_\_\_

-Any cancellations made less than 1 week before the wedding date will be charged at full service price to the credit card on file.

-Any appointments that are not secured with a deposit will be charged to the credit card on file or canceled per your request (see below).

**Credit Card Information To Secure Date & Deposit- THIS IS REQUIRED TO HOLD THE DATE:**

You can call your Bridal Consultant & we can take this info over the phone if you prefer.

Credit Card # \_\_\_\_\_

Name As It Appears On Card \_\_\_\_\_

Expiration Date \_\_\_\_\_ CVC# \_\_\_\_\_

Billing Address/Zip \_\_\_\_\_

Signature \_\_\_\_\_

**Please Read & Initial The Following Statements:**

\_\_\_ CHANGES - To make changes to this agreement please contact us at 608-554-3101. Please do not leave answering machine messages requesting changes to your Bridal Party Contract. No changes will be made via voice mail message, you can leave a message for your Bridal Consultant to contact you or the person you assign on the first page of this contract. Our Front Desk Staff will NOT make changes to your contract. Additional Appointments made within 6 weeks of wedding must be secured with credit card at the time of booking.

\_\_\_ CHILDREN- Your wedding party may not be the only clients we have in the salon that day so we ask for your cooperation with our "Children By Appointment Only". If you have little ones in your Bridal Party we are happy to accommodate, but we kindly ask that if your services take more than 1 hour please have a responsible person here to sit with them in our waiting area, not on the styling floor or other areas of the salon or spa.

\_\_\_ LATE ARRIVALS- Please understand that if a wedding party is late we may not be able to accommodate the new arrival time. If the scope of the original contract can't be fulfilled due to a late arrival from your group, services may be reduced in time. Guests are still liable for the original service amount if they are late and the service is shortened. If your party is more than 60 mins late without making any contact with us we will consider your party a NO SHOW and immediately charge ALL services to the credit card on file.

\_\_\_ LAST MINUTE ADDITIONS - May not be possible, if a request for additional wedding day appointments is made, we will do our best to accommodate but please understand, we will not move or cancel other salon guests to fit another person into your party. Your Bridal Party may not be the only guests in the salon that day and we must be mindful of those clients scheduled after your Bridal Party.

\_\_\_ DEPOSIT- You understand that in order to hold your appointments we require a Credit Card on File and a 50% deposit of ALL services for your group 6 weeks prior to wedding day. By signing this contract you give Zoï'A permission to use the credit card on file for this 50% deposit. \*If you've requested that your attendants pay individually, the 50% deposit MUST be paid by each person (over the phone or in person) 6 weeks prior. Any deposits not paid 6 weeks prior will result in the appointment being canceled or charged in full to the credit card listed. (Initial your choice below)

-We will make an effort to contact you (or your attendants if requested) 6 weeks prior for deposit arrangements, if our calls are not returned would you like us to CHARGE or CANCEL the appointment to listed credit card?

(Initial One): \_\_\_\_\_CHARGE \_\_\_\_\_ CANCEL

\_\_\_ CHECKOUT- You understand the credit card on file will be charged for any outstanding balances left by the Bride or Attendants on the day of the wedding for Services or Products.

**Your signature represents acknowledgement of our Bridal Contract Policies.**

**Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

# Wedding Party Information

Please Provide The Following Information For Each Appointment Scheduled

Print more sheets if you have more than 6 people in your party.

Name \_\_\_\_\_ Phone # \_\_\_\_\_

Role In Wedding \_\_\_\_\_

**Hair Type (check all that apply):**

Straight \_\_\_\_\_ Curly \_\_\_\_\_ Long \_\_\_\_\_ Short \_\_\_\_\_ Thick \_\_\_\_\_ Thin \_\_\_\_\_

Other \_\_\_\_\_ Explain: \_\_\_\_\_

Requested Style (check one):

Blown Dry & Down \_\_\_\_\_ Half Up \_\_\_\_\_ Pony Tail \_\_\_\_\_ Bun \_\_\_\_\_ French Twist \_\_\_\_\_

Braid \_\_\_\_\_ Other \_\_\_\_\_ Explain: \_\_\_\_\_

Notes: \_\_\_\_\_

MakeUp Application? Yes \_\_\_\_\_ No \_\_\_\_\_

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Name \_\_\_\_\_ Phone # \_\_\_\_\_

Role In Wedding \_\_\_\_\_

**Hair Type (check all that apply):**

Straight \_\_\_\_\_ Curly \_\_\_\_\_ Long \_\_\_\_\_ Short \_\_\_\_\_ Thick \_\_\_\_\_ Thin \_\_\_\_\_

Other \_\_\_\_\_ Explain: \_\_\_\_\_

Requested Style (check one):

Blown Dry & Down \_\_\_\_\_ Half Up \_\_\_\_\_ Pony Tail \_\_\_\_\_ Bun \_\_\_\_\_ French Twist \_\_\_\_\_

Braid \_\_\_\_\_ Other \_\_\_\_\_ Explain: \_\_\_\_\_

Notes: \_\_\_\_\_

MakeUp Application? Yes \_\_\_\_\_ No \_\_\_\_\_

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Name \_\_\_\_\_ Phone # \_\_\_\_\_

Role In Wedding \_\_\_\_\_

**Hair Type (check all that apply):**

Straight \_\_\_\_\_ Curly \_\_\_\_\_ Long \_\_\_\_\_ Short \_\_\_\_\_ Thick \_\_\_\_\_ Thin \_\_\_\_\_

Other \_\_\_\_\_ Explain: \_\_\_\_\_

Requested Style (check one):

Blown Dry & Down \_\_\_\_\_ Half Up \_\_\_\_\_ Pony Tail \_\_\_\_\_ Bun \_\_\_\_\_ French Twist \_\_\_\_\_

Braid \_\_\_\_\_ Other \_\_\_\_\_ Explain: \_\_\_\_\_

Notes: \_\_\_\_\_

MakeUp Application? Yes \_\_\_\_\_ No \_\_\_\_\_

Name \_\_\_\_\_ Phone # \_\_\_\_\_

Role In Wedding \_\_\_\_\_

**Hair Type (check all that apply):**

Straight \_\_\_ Curly \_\_\_ Long \_\_\_ Short \_\_\_ Thick \_\_\_ Thin \_\_\_

Other \_\_\_ Explain: \_\_\_\_\_

Requested Style (check one):

Blown Dry & Down \_\_\_ Half Up \_\_\_ Pony Tail \_\_\_ Bun \_\_\_ French Twist \_\_\_

Braid \_\_\_ Other \_\_\_ Explain: \_\_\_\_\_

Notes: \_\_\_\_\_

MakeUp Application? Yes \_\_\_ No \_\_\_

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Name \_\_\_\_\_ Phone # \_\_\_\_\_

Role In Wedding \_\_\_\_\_

**Hair Type (check all that apply):**

Straight \_\_\_ Curly \_\_\_ Long \_\_\_ Short \_\_\_ Thick \_\_\_ Thin \_\_\_

Other \_\_\_ Explain: \_\_\_\_\_

Requested Style (check one):

Blown Dry & Down \_\_\_ Half Up \_\_\_ Pony Tail \_\_\_ Bun \_\_\_ French Twist \_\_\_

Braid \_\_\_ Other \_\_\_ Explain: \_\_\_\_\_

Notes: \_\_\_\_\_

MakeUp Application? Yes \_\_\_ No \_\_\_

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Name \_\_\_\_\_ Phone # \_\_\_\_\_

Role In Wedding \_\_\_\_\_

**Hair Type (check all that apply):**

Straight \_\_\_ Curly \_\_\_ Long \_\_\_ Short \_\_\_ Thick \_\_\_ Thin \_\_\_

Other \_\_\_ Explain: \_\_\_\_\_

Requested Style (check one):

Blown Dry & Down \_\_\_ Half Up \_\_\_ Pony Tail \_\_\_ Bun \_\_\_ French Twist \_\_\_

Braid \_\_\_ Other \_\_\_ Explain: \_\_\_\_\_

Notes: \_\_\_\_\_

MakeUp Application? Yes \_\_\_ No \_\_\_