

Bridal Agreement/Contract | Terms & Conditions

xoxoavenue24.wixsite.com/xoxoave | xoxo.avenue24@gmail.com

Bookings: Your appointment date(s) and service(s) will be secured when the signed contract and non-refundable deposit is received. Deposit amount is determined by the artist and is based on the total quote or package price. Availability changes instantaneously, early booking is highly recommended. No dates will be guaranteed without a signed contract and deposit. If you hand in your deposit before your contract or vice versa; your date will be held for one week. Should you not hand in both requirements within a week, your date will be lost, deposit will not be refunded, and your contract will become void; if your date is still available you may rebook. Once we have both your signed bridal contract and deposit, your date will be completely secured. Remaining balance is due the day of the wedding before services begin or earlier at your convenience. Prices are subject to change as styling needs change, services are added, other fees are required or travel distance change. Prices do not include gratuity. We accept cash, EMT (email money transfer), paypal, cheque and Master/Visa credit cards. The Bride/ person signing the contract will be responsible for the total fee of the purchased package or quote (herself and her party) and may permit only one other to authorize/submit any changes and arrangements for the wedding party. Changes made by anyone other than the individual signing or listed on this contract are not allowed and considered invalid.

Cancellations: All deposit monies paid by client will be refunded if contract is cancelled within three (3) days of contract signing and date. After the three-day grace period, if client should cancel the booked event, the deposit will not be refunded or transferred. If artist cancels at any time or unable to perform her duties for any reason, 100% of the deposit paid, will be refunded within two weeks and efforts will be made to assist you in making other arrangements. Client agrees that the refund of 100% of the deposit is the only liability to artist(s) of Mary Poirier of Xoxo Avenue.
*All Cancellations or additional services must be submitted in written form (email or letter by mail)

Relationship of parties: This contract is an independent contractor relationship between artist and client. The conduct and control of the work will lie solely with Mary Poirier of Xoxo Avenue /Artist(s).

Payments: The final balance is due on the day of the event as one payment before services are performed – no exceptions. If bridal party is paying for their own individual services, please arrange to collect everyone's payment before hand and have it ready as one payment. If bride finds it more convenient to pay the remaining balance in full a couple days or weeks before wedding date, that may be arranged. 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, cheque payable to Mary Poirier two weeks in advance to be cleared, Paypal, or EMT (email money transfer); which must be sent and accepted before services begin. A 10% Gratuity is welcomed and much appreciated.

Returned Cheque: If any cheque is returned by the bank for non-sufficient funds (NSF) a \$40 fee will be charged and a 5% interest per everyday delaying payment of final balance. Any booking made under such circumstances, (NSF), is subject to cancellation and any deposits paid will be forfeited.

Delays: A late fee of \$5 per every ten minutes of delay when a client(s) is late for the scheduled time. (This also applies to on location services, party must meet Artist at desired location at the time scheduled). Tardiness results in scheduling and service conflict for you and other clients following your appointment(s). If a wedding party is late for the scheduled service appointment time(s) and notifies us of a new arrival time, Artist may or may not be able to accommodate the new arrival time and the client will be charged a late fee. If the scoop of the original contract cannot be fulfilled due to tardiness, services may be reduced; how ever, clients are liable for the original balance amount.

Additional Services/Overtime/Fees: Additional services may be added to contract at any moment, if time permits; overtime services and special service request such as tattoo covering and body acne/scar covering, will be charged accordingly. If you signed the contract for on location services for the bride only and later decide to add a bridal party; your bridal price may be decreased if changes were made within the 14-day period and if you add three or more persons in your bridal party. Touch up service is provided on wedding day for bride and bridal party between services if spare time is available through out scheduled time booked.

Skin reactions, Allergies, and Diseases

Mary Poirier of Xoxo Avenue uses only the finest products and tools on clients and ensures that every product and tool is always sanitized before use on each client. For this reason, Mary Poirier of Xoxo Avenue is not responsible if the client develops any health issues relating to the makeup application during or afterwards (for example- underlying/unknown allergies to products or tools used). Clients must state known allergies, skin conditions, and contractable illnesses prior to services. Accommodations will be made to ensure safe application of products, and to prevent cross contamination.

Service Schedule: A couple of weeks before wedding date, you will be sent a schedule via email, outlining time and order in which services will be completed. This allows artists to have proper bathroom/food/drink breaks once or twice out of scheduled time; it also ensures that bridal party is organized and ready on time. The bride will be first on the schedule to have her services completed, unless requested to have her services done later. We require the names of everyone in the bridal party and any guest who are having services done. You will be emailed the schedule for approval; at that point you can make changes regarding order of services and time required to complete a service.

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 artist needs to complete the services. A “set up” table/work area needs to be made available for the artist at said location. Ample lighting whether by means of natural light or lamps, is necessary for services to be performed properly. A barstool/chairs is requested. Artist(s) may also come prepared with lighting and chair(s) but we ask for bride to prepare a set up area as well for safe measure. Artist(s) will arrive 20 minutes prior to time scheduled for setup.

Satisfaction Guaranteed: Services will be completed to client’s satisfaction but is not to exceed allotted makeup. Ample time is given for each service upon booking. Acceptance of completed service by client is acknowledgment by client that service provided is done to his or her satisfaction.

Special Requirements and Suggestions for Bride and Bridal Party:

- Please arrive on time to avoid late fees and service conflicts.
- Arrive with no makeup on!
- Bride is encouraged to have a consultation/trial prior to the wedding day. If any bridesmaids or guests are the slightest bit particular or unsure of makeup, they are encouraged to have a consultation/trial to ensure satisfaction on day of wedding. They can also bring a photo of something they like and we will do our best to accomplish it. The wedding days is not the time for a personal consultation. Minor changes to styles can only be done if time permits.
- If on location, please have work area clean with table and chairs and good lighting ready for artist arrival.

Additional Makeup for Touch-ups: Lipstick, lip gloss, blush & powder, will be available for purchase on wedding day for anyone that would like to have these items for touch ups.

Thank you! For choosing Xoxo Avenue. On behalf of Xoxo Avenue, we look forward to hosting your wedding party for your big day! At XA, we ensure excellent service, quality cosmetics and a welcoming, friendly team. If you have any questions or if we can better serve you, please contact us. Sincerely Mary Poirier.

Please photocopy for your records and submit all original forms to the following address:

Mary Poirier

63 Tisdale Street, South

Hamilton, ON

L8N2W1

Canada

I_____ have read, understand, and agree to the terms and conditions of this contract. I understand that any breach of this contract may result in legal actions. Deposit payment is due within one week of submission of this contract. This contract is entered into on the _____ day of _____, 20____ and is the only agreement between (print name)_____ [hereinafter as the “client”] and Mary Poirier of Xoxo Avenue.

Signature:_____

Title (bride, MOH, mom, etc)_____

Bridal information:

Bride`s name:_____ Groom`s name:_____

Address:_____

City:_____ Province/state:_____ Country:_____ Postal
code:_____ E-mail:_____

Home #_____ Cell #_____

Wedding information:

Wedding date:_____

Wedding Venue:_____

Ceremony location:_____

Reception location:_____

Time of ceremony:_____ Time of pictures:_____ Time party to be ready by:_____

Wedding coordinator information (if applicable):

Business name: _____

Contact name: _____

Number: _____

Contact email: _____

Photographer/videographer information (if applicable):

Business name: _____

Contact name: _____

Number: _____

Contact email: _____

Location where bride, bridal party and Artist(s) will meet to complete services on day of wedding:

Will you be having your services done in the client's home? Yes _____ No _____

On Location: House, Hotel, Other _____

Address _____

City: _____ Province/State: _____ Country: _____

Postal Code: _____ Phone # _____ Website _____

Destination wedding Location _____

Domestic _____ Overseas _____ # _____ of days requesting artist(s) for # _____ of artist booked

Authorized Contact Person :

Alternate/authorized name _____

Alternate/authorized contact # _____

Alternate/authorized email _____

Print name: _____ Signature _____

Bride Services

Bridal Services.

Makeup Trial.....\$60 (more info on what it entails next column)

Bridal Facial.....\$60 (provided on day of wedding, more info below)

Standard wedding Makeup.....\$60 (lashes included more info next column)

Advanced glam wedding makeup....\$80 (more info next column)

Bridal Packages Groom & Guest Services:

Glam bridal makeup package....\$220

Luxury bridal makeup package....\$290
(More information below of what these packages consist next column)

Bridal Party Services

For guest, bridesmaids, Maid of honour, Mother of the bride, and guest not apart of the bridal party

Makeup Trial.....\$50 (more info on what it entails next column)

Wedding day Makeup.....\$60

Junior bridesmaid (age 8-16) Wedding day Makeup.....\$50

Flower Girl Makeup (age 7 and under)....\$30

Other:

Makeup touchup....\$60

Touch-up kit....\$50

(more info)next column

Details

Makeup Trial- a mock up version of the makeup for the big day. Clients will arrive wearing their everyday makeup. A consultation will take place. Client will be foundation matched and given a makeover to match to their ideal look. All products used will be. These can take anywhere between 1-1.5 hours.

Bridal Facial – A special treat for the bride. Includes a deep cleansing face mask, gentle misting, toning, sheet mask, face massage, and a luxury face moisturizer.

Standard Wedding Makeup – Soft and naturally enhanced makeup. Includes face coverage, a simple eye look, contour, highlight, and lashes.

Advanced Glam Wedding Makeup – For the bolder bride. Face coverage, any desired eye look (cut crease, glitter, halo eyes, and other techniques), contour, highlight, and lashes.

Glam Bridal Package- A makeup trial, bridal facial, and standard wedding makeup. Makeup touch up included.

Luxury Bridal Makeup Package- A makeup trial, bridal facial, advanced glam wedding makeup, and a complimentary touch-up kit for the bride. Makeup touch up included.

Makeup Touch Up- Fix anything post ceremony, or have a completely new second look.

Touch-up Kit- A kit for everyone's needs. Includes, mascara spoolies, makeup sponges, straw, lip product, face coverage, powder, blotting paper, makeup wipes.

Destination Weddings:

Bring with you an artist you can trust to create the beautiful look and hair style you desire. By doing so you can rest assured that there will be no last-minute surprises. Book a consultation/trail and together you and the artist will create that flawless, stunning look, which we will then replicate on your big day! Upon availability and at my discretion, for out of Ontario/destination weddings that require me to be away from Ontario for at least one full day, the following destination booking rules apply:

- for each day that I am required to be gone from my studio, client agrees to pay \$1500 daily minimum. Holidays and Holiday weekends/ long weekends are \$2000 per day. These rates are inclusive of all services, meaning the flat rate includes as many services as you need for each day I am hired, adding up to the amount paid.
- If the client requires bridal beauty services in one day that totals to greater than the \$1500 minimum daily rate, i.e. larger parties, additional services, additional artist(s), evening service for reception, etc.; the client agrees to pay whichever total is greater.
- In addition to the minimum daily rate, the client agrees to pay for flights, or any other means of transportation i.e. personal car, cab service, etc. to and from the destination/out of Ontario wedding; as well as accommodations for each night of required travel. Any taxes or fees at customs.
- the client acknowledges that international travel brings with it the possibility of delays, and that artist(s) have no liability if late due to factors outside of their control (i.e. cancelled flight, extreme weather).
- Two-day minimum for destinations within 4 hours travel distance, 3 days' minimum for domestic destinations within 6hours travel time, one week minimum for overseas (this includes travel days).
- The client agrees to provide a minimum deposit of 30% to confirm their booking for destination wedding services. You have a three-day grace period from date of signed contract to cancel this service and receive your deposit back. After the three-day grace period, all deposited monies are non-refundable.
- The final balance will be calculated using the rules above and due before the first service begins for the destination wedding.
- Hotel/Flight booking, prepay confirmations are required prior to my departure from Ontario.

All destination weddings are different; please contact us for a custom quote done for your special event.

Please indicate with a number (#) how many will require requested services.

Bride Services :

Notes to the artist

Makeup trial_____

Wedding day makeup_____

Facial: _____

Wedding Packages (check all that apply) :

Glamour Bride: _____

Luxury Bride: _____

Destination Wedding

Bridesmaids and Wedding Guest:

Makeup trial_____

Makeup application_____

Junior bridesmaid :

Makeup trial_____

Makeup application_____

Flower girl:

Makeup trial_____

Makeup
application_____

Signature_____

Date_____

| Bride/Bridesmaids/Guest List | | |
|------------------------------|-------------------|-----------------|
| First and Last Name | Position in Party | Services Booked |
| 1) | | |
| 2) | | |
| 3) | | |
| 4) | | |
| 5) | | |
| 6) | | |
| 7) | | |
| 8) | | |
| 9) | | |
| 10) | | |
| 11) | | |
| 12) | | |
| 13) | | |
| 14) | | |
| 15) | | |

Please Check or Indicate Number of Artist(s) requesting to book:

Mary Poirier only_____ (\$150 per additional artist)

Mary Poirier + #____ Makeup artist

*Please note that additional makeup artist
will be necessary for larger parties with
shorter booking times.

Photo & Video Agreement Photo release agreement:

I _____ give my consent to be photographed with the understanding that my picture and those of my bridal party could be used in the future for advertising, on a website and or in a portfolio for future clients to view. I understand my name will not be disclosed with the use of my photograph, should I request it be used.

Signature of Bride _____

Disclose your name? Yes _____ No _____

Video release agreement

I _____ give my consent to be video taped with the understanding that my video footage and that of my bridal party may be used in the future for advertising on a website, behind the scenes footage and or in a portfolio for future clients to view. I understand my name will not be disclosed with the use of my video footage, should I request it be used.

Signature of Bridal _____

Disclose your name? Yes _____ No _____

Credit Card Authorization *Required Please circle: VISA MASTERCARD (we only accept Visa or Master Card now)

Card# _____ Name on
card _____ EXP
(MM/YY) _____ CVC (3 digit on back of card) _____

Postal code _____

Please understand that your full completion of this authorization form helps us to protect you. Mary Poirier of Xoxo Avenue will keep your information strictly confidential.

I _____ understand that by signing below, I authorize Mary Poirier of Xoxo Avenue to charge the above card for the agreed upon services, as well as any fees or charges, as indicated in this contract; unless already paid by other means with proof of receipt.

Card holder Signature _____ Date _____