

CLIENT CONTRACT AGREEMENT

CONTRACT

THIS CONTRACT is entered into on the _____ 2019 and is the only agreement between _____ [hereinafter referred to as the "Client"] and Chelsea Ezekiel (Certified Makeup Artist).

BOOKINGS: To secure a date, a signed contract is required with a 50% deposit due at the time of signing. This must be within 48 hours of the trial. The deposit is non-refundable and non-transferable after two 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 7:00 a.m. _____ (Initial)

DELAYS: A late fee of £15 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 £60 and is limited to one hour and fifteen minutes. This is a separate fee and is due when trial service is rendered. If you are more than 20 minutes late for your appointment, it may be cancelled and a late fee of £15 will be applied to the final bill. Please call at least two days in advance to reschedule a trial makeup. _____ (Initial)

CANCELLATION: All deposit monies paid by client will be refunded if contract is cancelled within two days of contract signing. After the two 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 within two weeks. _____ (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

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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: Travel costs will apply out of London and on occasion within London if congestion charge and parking is necessary. This will be worked out and agreed upon in advance and the amount will be determined at time of inquiry.
_____ (Initial)

LIABILITY: All brushes and makeup products are kept sanitary and are sanitised between every makeup application. 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 the makeup artist, 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 responsible for the entire balance of payment is the person who has signed the booking contract. Acceptable forms of payment are: cash or bank transfer.
_____ (Initial)

USE OF IMAGE: Chelsea Ezekiel may use on her website and/or in any brochure, flyer or other advertising deemed necessary, any and all photographs, video, audio, and any other digitally or chemically stored media that is captured or recorded. 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 Chelsea Ezekiel use of said photographer/videographer photographs and recordings. _____ (Initial)

This signed agreement serves as a release to client(s), photographer/videographer and authorises them to release any photographs/recordings to use on any promotional materials Chelsea Ezekiel deems necessary.
_____ (Initial)

DATE OF MAKEUP APPLICATION _____

LOCATION _____

START TIME/END TIME _____

CLIENT'S NAME _____

CLIENT'S SIGNATURE _____

DATE _____

MAKEUP ARTIST _____

MAKEUP ARTIST SIGNATURE _____

DATE _____

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INVOICE EXAMPLE

Date: 21 January 2019

Attention: Name of Bride

Address: Address

Occasion: Bride's Wedding Makeup

Date of Wedding: Sunday 25 August 2019

| DESCRIPTION | | UNIT PRICE | COST |
|-------------|---|------------|----------|
| Trial | 1 | £ 60.00 | £ 60.00 |
| Deposit | 1 | £ 80.00 | £ 80.00 |
| Amount Due | 1 | £ 80.00 | £ 80.00 |
| Subtotal | | | £ 220.00 |
| TOTAL | | | £ 220.00 |

Full sum to be paid no later than the day of the wedding.

Sincerely yours,

Chelsea Ezekiel