



payment will be due when changes are confirmed. If payment is not received, changes may not be accommodated. Since we staff the event for the final number in the party, deletions after 30 days will not reduce the total due.

### **Payment Options**

- Payments can be made to the salon via phone or in person
- Deposit and final payment must each be paid as one transaction. Although packages are priced per person we cannot accept individual payments from bridal party members. It is up to all party members to settle payment with the individual who paid the sum
- We accept cash, check, Visa, Discover, AMEX and Master Card

### **Travel Fee**

\$30 travel fee will be assessed within a 20-mile radius of the Phia salon location:

755 N High St.

Columbus OH, 43215

Travel outside of 20-mile radius: \$1 per mile, round-trip

### **Cancellation**

Cancellations must be submitted in writing and may be made at any time according to the chart below:

Days prior to event	Percent of reservation fee that will be refunded
45 days or fewer	0%
46 to 90 days	50%
More than 91 days	100%

### **Event Day Logistics**

- On the wedding day, the hair will be done following a schedule. The bride must communicate the importance of being on time and properly prepared.
- Stylist(s) are not expected to stay on site during ceremony, however arrangements for adjustment between ceremony and reception for additional fee
- Every person getting their hair done in an updo, half-up style, or curls must have their hair already blown dry. The stylist(s) will not allow time for this. If such a case arises, the stylist will charge extra to blow dry (if time permits) or the service will be forfeited and the charge will still apply.
- Additional charges may apply for anyone with extra thick or long hair as this will increase time necessary to complete service. Charges can be applied on the day of event at stylist discretion. Payment will be on site
- Any person(s) wanting a "sock bun", or any version of, will be responsible for supplying their own bun form. If you wish for bun form to be provided by Phia Concept Salons, request must be made in advance and a \$5 fee (per form) will be assessed (due upon final payment)
- All hair pieces, hair jewelry, headbands etc. must be provided by party members
- Stylist(s) will provide all hair pins, styling products and tools, makeup etc.
- Party member may provide any of their own makeup based on personal preference or allergies etc.
- Waterproof mascara must be provided by any party members that wish to wear it
- Pictures of desired styles are highly encouraged to be emailed ahead of time to [groupsales@phiaconcepts.com](mailto:groupsales@phiaconcepts.com)
- Party members are not permitted to have same or similar style as honoree
- Primary Client must confirm and commit to the number of services stated above. Charges will include all people stated above.
- The stylist needs a designated space to set up when on location. Primary Client is responsible for clearing an area before the stylist arrives. The stylist will need a work area with a chair near an outlet in a no walk-through traffic area. Good light and a mirror is a plus! If services cannot be performed due to insufficient work conditions or tardiness, all fees still apply.
- Stylist(s) will not be held liable for any injuries that should arise while on location.

Do you give consent for Phia Concept Salons to use photos of your styling or event for any purpose of marketing, social media (personal and professional), portfolios, our website or other publications? \_\_\_\_\_Yes \_\_\_\_\_No

I, \_\_\_\_\_(Print name) understand and agree to all the conditions stated in this contract.

Signed: \_\_\_\_\_ Name: \_\_\_\_\_ Date: \_\_\_\_\_