JOMAJI

Salon & Spa

Dear Bride,

Congratulations on your engagement and your upcoming wedding! A wonderful wedding is all in the details, each moment creates a memory. Jomaji Salon & Spa provides tranquility and beauty to your wedding day and party. On your special day, it is important for the bride and attendants to feel comfortable and relaxed. We suggest having everyone's hair and make-up professionally done in order to ease time and frustration, as well as looking fabulous for your big day!

**Securing a date**- Please complete and return a copy of the contract at your earliest convenience. Your date will be secured when the signed contract is received. All bookings for weddings are made on a "first-come-first-served" basis. No dates will be "guaranteed" without a signed contract. Once a contract is signed and returned with a credit card number, the day is now guaranteed to be yours. Approximately two-four (2-4) weeks from receipt of your contract, a schedule of service times will be e-mailed to you.

**Contract**- All agreements will be made in writing. They can be sent in the mail, e-mail, or fax. The bride/individual signing this contract may authorize only ONE other person to submit changes for the wedding party. Contracts and changes made by any other unauthorized individual are not allowed and are considered invalid. The salon and spa coordinator, manager, and owner are the only authorized employees to accept and make changes. This includes time changes, appointment switching, and removing appointments. Please be aware that this is a contract that requires a credit card to reserve all of your appointments.

To maintain a relaxing environment for all please advise other guests in your wedding party that **it is against health & safety regulations**, also for insurance liabilities, to perform any hair or cosmetic service by oneself in our facility that is not a licensed professional. Please initial stating you have read and understood this. \_\_\_\_\_\_\_\_\_

**Late Arrivals**- Your entire party should arrive at the time of the **FIRST** appointment and remain in the salon. This ensures all appointments run smoothly. If a wedding party is more than ten (10) minutes late, the party will be charged an additional $15.00 late fee for each guest serviced. Tardiness results in scheduling and service conflicts for you and the other clients following your appointment(s). If the wedding party is more than one hour late without making contact with us, the assumption is the client is a no-show and will be charged $75 for each service scheduled. No charges will be made to your credit card unless there is a breach of this signed contract.  
**Cancellations**- Cancellations to a wedding party must be made at least one (1) week prior to the date of services to ensure the contact credit card on file is not charged. $75 will be charged for each cancelation. Cancellations due to emergencies are considered on a case-by-case basis per the salon management's discretion. We apologize for any inconvenience this may cause; however, we must follow this policy out of respect for our stylists and other clients.  
**Payments**- We accept all major credit cards, debit cards, as well as cash. We do not accept checks as a form of payment for wedding parties. Please be aware of this and alert your party members.

**Sunday and Holiday Appointments**- If your wedding date is on a Sunday or a holiday, please note that the prices will be double as we are opening the salon especially for your Wedding Party. Please initial stating you have read and understood this (if applicable) \_\_\_\_\_\_\_\_\_\_

**Prices**- Please be aware that all our prices are Starting Prices and vary according to the length and thickness of your hair, as well as the desired style. Prices are subject to change at any given time. Please initial stating you have read and understood this. \_\_\_\_\_\_\_

**Food and beverages**-Homemade muffins and mimosas are complimentary with your bridal party reservation. Guests are welcome to bring additional food and drink if desired.

**Renting space-**Welcome your wedding party, family and photographer to continue to prepare your big day by renting or second story space. Space includes but is not limited to-two dressing rooms, bathroom and open concept sitting area. Rates begin at 100.00 per hour, a $50.00 cleaning fee my apply. Please inquire for more information if interested.

On behalf of Jomaji Salon & Spa, we look forward to hosting your wedding party for your big day. If you have any questions, or if we can better serve you in any way, please contact us. Thank you!

I have read, understood, and agree to the terms of this contract.

Bridal Party Contract Signature:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Jomaji Salon & Spa Coordinator/Manager/Owner Signature:  
\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Wedding Date\_\_\_\_\_\_\_\_\_\_\_\_ Time Out of the Salon\_\_\_\_\_\_\_\_\_\_\_ Number of Guests\_\_\_\_\_\_\_\_\_\_  
Bridal Party Contact\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
Contact Telephone Number\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
Contact Email Address\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Contact Credit Card Number\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
Expiration Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_ 3-Digit Security Code\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Zip\_\_\_\_\_\_\_\_

**Wedding Services**

We schedule appointments for the bride, groom, attendants, mother of the bride, and other family members you wish to include. We offer hair, nails, make-up, and skin care services to complete the look you envisioned for your special day. All prices are starting quotes. Prices are based on length and thickness of hair, as well as the amount of time it requires for the chosen style. Prices are subject to change. Prices do not include gratuity. We accept all major credit cards except American Express. Please refer to Jomaji Salon and Spa Website for pricing.

Please arrive for your appointment 15 minutes prior to scheduled time with clean and completely dry hair.

Members of the Wedding Party & Services

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| NAME | TITLE | SERVICES NEEDED | HAIR TYPE | TRIAL REQUESTED |
| Example:  Anna Smith | Bride | Updo, Manicure, Make-Up | Shoulder Length & Thick | Yes |
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**Please have every member of your party arrive 15 minutes before the scheduled appointment time.**

**Please consider our guests who are scheduled after you.**

**Please arrive for your appointment with clean and completely dry hair. There may be an additional charge to wash and/or blow-dry.**

**Wearing a button down shirt is suggested.**

Three Months Before:  
Begin facial treatment program (every four weeks)

Two Months Before:  
Haircut  
Trial Make-Up and Updo  
Bride and Groom Manicure and Pedicure

Two Weeks Before:  
Color or Highlights  
Haircuts for men in wedding party

One Week Before:  
Brazilian or Bikini Wax  
Deep Conditioning Treatment  
Massage

One or Two Days Before:  
Facial Waxing  
Manicures and Pedicures for bride, groom, and attendants  
Eyelash Extensions

Wedding Day:  
Make-Up Application  
Bridal Updo  
Bridal Party Updos, Styling, and Make-Up  
Have the time of your life!

es.