



STYLING AGREEMENT FORM

Name of Principal Stylist: _____

List name of each person requiring services

*MH makeup & hair styling, M makeup, H hair styling, A airbrush, L lashes, B blow dry

Wedding date: _____

1 _____ MH M H A L B

Bride name: _____

2 _____ MH M H A L B

Groom name: _____

3 _____ MH M H A L B

Address: _____

4 _____ MH M H A L B

City: _____

5 _____ MH M H A L B

State: _____

6 _____ MH M H A L B

Zip Code: _____

7 _____ MH M H A L B

Phone: _____

8 _____ MH M H A L B

Cellular: _____

9 _____ MH M H A L B

Email: _____

10 _____ MH M H A L B

11 _____ MH M H A L B

12 _____ MH M H A L B

Ceremony location: _____

Additional services:

- Tatoo Cover-up
- Hair Flowers by Maleana
- Hair Extensions
- Touch-up Services

Ceremony time: _____

Trial session date: _____

Photo shoot time: _____

Trial session time: _____

Photographer: _____

Reception location: _____

Pricing Information

Reception time: _____

Wedding services: _____

Wedding coordinator: _____

Travel/Early bird fee: _____

"Getting ready" location: _____

Location fee: _____

Bride ready by time: _____

Add. services/products: _____

Attendants ready by time: _____

Subtotal: _____

How did you hear about us: _____

4.712% Tax _____

Non refundable deposit: _____

Credit Card Information

Visa MasterCard Amex

Number: _____

Expiration: _____ SC _____

Name: _____

Billing Zip Code: _____

Styling Studio:
 3705 Waiialae Ave #203
 Honolulu, HI 96816
 Phone: 808.737.3663
 info@maleana.com
 www.maleana.com

Balance: _____

_____ % Gratuity: _____

Final balance: _____

The final balance is due by credit card, cash or check 2 days prior to your wedding day. If there are any changes, please notify us immediately. By signing this form, you agree to contract Maleana Cosmetics for the styling services as outlined in this agreement.

Signature _____

Date _____



MALEANA COSMETICS Terms and Conditions Applicable to All Transactions:

Deposit

To hold your event date on the island of OAHU, we require a non-refundable deposit of \$75 and a signed Styling Agreement Form. By paying the deposit and signing the Styling Agreement Form, you agree and accept the MALEANA COSMETICS Terms & Conditions as outlined on this page. Your deposit will be applied to the total balance due. WE WILL NOT HOLD YOUR EVENT DATE WITHOUT A DEPOSIT! Returned checks are subject to a \$35 fee.

Payment Policy

We do accept Visa and Mastercard over the phone, cash or check payments. Please make checks payable to Maleana Cosmetics. We do require having a major credit card on file, not expiring before your event date. Your final balance is due in full and in one payment 2 days prior to your wedding day by credit card, cash or check.

Cancellation

If by any reason you wish to cancel our services (partially or altogether), please notify us immediately in writing by e-mail or mail. Please be aware that your deposit is unfortunately non-refundable in the event of any cancellation. Cancellations made 30 days or less of your wedding day will still require a FULL BALANCE PAYMENT as outlined in the Styling Agreement Form.

Warranty & Refund

Unfortunately we DO NOT offer refunds or warranties on any styling services. It is the client's sole responsibility to inform the stylist prior to leaving the location if the client is unsatisfied with the services for any reason. NO REFUND will be given for any reason after the stylist has left the location.

Gratuity

Our rates do not include gratuity, tips are GREATLY APPRECIATED. If you are satisfied with our services and performance, you may tip each stylist directly or for your convenience a 15% gratuity can be added to all services. For bookings of 4 or more persons, a 15% gratuity will be automatically added to the bill.

Limitation of Liability

In the unlikely event that the contracted stylist is unable to perform the services due to illness or other circumstances beyond our control, a substitute MALEANA senior stylist will be dispatched in her place to fulfill the obligations set forth in this agreement. Furthermore, MALEANA COSMETICS will e-mail all necessary information including the trial session styling documentation and photo composite, if available, to the replacement stylist to ensure the same desired look is provided. If time does not permit for a trial session with the replacement stylist, MALEANA COSMETICS will arrange for the replacement stylist to arrive early enough so that major changes can be made after application of make-up or hair styling. All MALEANA Stylists are independent contractors and have been hand selected by MALEANA COSMETICS owner and principal stylist Dorys Foltin. MALEANA COSMETICS liability and that of their independent contractors is limited to the refund of the deposit(s).

Location Fee

Location fee covers the valet/parking expenses, distance and accessibility (elevator, stairs, etc.) from the valet or parking lot area to your hotel room or home. Each hotel has different valet parking fees and each hotel has their own parking regulations. When inquiring about our services, ask for the current location fee list. The location fee quoted on your Styling Agreement Form will remain the same regardless if the hotel makes changes to their parking regulations.

Travel Fee

Travel fee covers the time and expenses (fuel/vehicle usage) to get from our studio to your "getting ready" location. (For example, it takes us 120 minutes to the North Shore and back) 60 Minutes \$30 / 90 Minutes \$50 / 120 Minutes \$80.

Early Bird Fee

An early bird fee will apply for check-ins between 4-5 a.m. \$150 / check-ins between 5-6 a.m. \$100 / check-ins between 6-7 a.m. \$50.

Professional Overtime Fee

Timeliness and professionalism is our commitment to you. We understand that sometimes programs do not run on schedule so we will give you a courtesy 30 minute waiting period. If however the assigned stylist has to wait longer than 30 minutes (be that before, during or after the scheduled styling time frame), there will be a professional overtime fee of \$25 per 15 minutes automatically charged to the credit card on file.

Discounts

MALEANA Cosmetics does offer discounts in the form of complimentary service upgrades. Bookings of 4 or more full service receive a second complimentary MALEANA SENIOR STYLIST upgrade (value \$80). Bookings of 9 or more full service receive a third complimentary MALEANA SENIOR STYLIST upgrade (value \$160).

I have read and accept the Terms and Conditions stated above

Date