

# Agreement for Event Makeup Application and Hair Styling

## Company Info:

Email: [jentry@jentrykelley.com](mailto:jentry@jentrykelley.com)

Phone: 832.831.3456

Website: [makeupbyjentry.com](http://makeupbyjentry.com)

## Client's Info:

Name: \_\_\_\_\_ Event Date: \_\_\_\_\_

Location of Services (*provide physical address*): \_\_\_\_\_

Client's Phone: \_\_\_\_\_ Client's Email: \_\_\_\_\_

Coordinator's Name: \_\_\_\_\_ Phone: \_\_\_\_\_

## Makeup Services:

Makeup Artist: \_\_\_\_\_, \_\_\_\_\_

*Allow 30 minutes per person, then add 30 minutes for final touchups.*

Start Time: \_\_\_\_\_ Finish Time: \_\_\_\_\_ Total # requiring makeup services: \_\_\_\_\_

## Hair Services:

Hair Artist: \_\_\_\_\_, \_\_\_\_\_

*Allow 30 minutes per person, then add 30 minutes for final touchups.*

Start Time: \_\_\_\_\_ Finish Time: \_\_\_\_\_ Total # requiring hair services: \_\_\_\_\_

**To reserve your event date, we must receive *BOTH the contract, properly filled out in full, and a 30% deposit. If it is incomplete, or incorrect, it will not be accepted.*** Please call our office with questions before sending the contract. Once the contract is properly filled out, please scan and email **(DO NOT TAKE A PHOTO)**. Send it to the email address is listed at the top of the contract and call the office with your credit card info for the deposit.

Once the contract and credit card info has been received, the date is yours. Your deposit is non-refundable once the contract is received. The remainder of the payment is due the day of your event and does not change even if someone decides against makeup/hair. If more people decide to have makeup/hair, other than what is listed on the contract, another contract will need to be sent in with corrections and additional deposit.

Traveling outside of the Beltway 8 requires a trip charge. If this is the case, please use the trip charge chart available in the PRICING section of the website, with the starting point of 1907 Southwest Freeway, 77098. The bride is also responsible for each parking/valet of Makeup Artist(s) and Hair Stylist(s) separately.

Amount for makeup services (\$100 traditional or \$125 airbrush per person): \$ \_\_\_\_\_

Amount for hair services (\$100 per person): \$ \_\_\_\_\_

Additional Artist Fee (Minimum \$200/2 hours, \$100/hr thereafter): \$ \_\_\_\_\_

**AMOUNT DUE: \$ \_\_\_\_\_**

30% DEPOSIT TO BE PAID TO RESERVE (of Amount Due): \$ \_\_\_\_\_

Total Trip Charge for all artists: \$ \_\_\_\_\_

Total Early Morning Fee for all artists (\$100/artist any time before 9am): \$ \_\_\_\_\_

Staying for touch ups (\_\_\_\_ hours): \$ \_\_\_\_\_

**REMAINDER DUE DAY OF - CASH ONLY (Remaining 70% + Any other fees listed above):**

**\$ \_\_\_\_\_**

*All makeup products used are hypoallergenic. However, it is the client's responsibility to advise the artist if she or he is known to have any allergies. Client agrees and understands that all makeup artists and hair artists are independent contractors. Clients further agrees to indemnify and hold harmless WWW.MAKEUPBYJENTRY.COM affiliates, officers, agents, employees, consultants, contractors or subcontractors from any claims of liability, losses, damages, or any expenses whatsoever as a result of any claims, demands, damages, costs or judgments, including but not limited to, claims based on negligence against it, that may arise in connection with the services performed by an independent contract artist. This agreement is intended to be an addendum to any previous conditions, releases or hold harmless agreements, in written form, verbal or manually communicated between WWW.MAKEUPBYJENTRY.COM and its clients in connection to makeup and hair services. Therefore, clients release WWW.MAKEUPBYJENTRY.COM and its representatives and subsidiaries of all claims of injury, seen or unseen that may occur as a result of any makeup or hair service including but not limited to makeup application and hairstyling. Client will be the responsible party for the total fee of the service package (herself and her party, if individuals listed as payees are unable to tender funds on the day of the event.) Returned checks are charged \$30. All the rates are based on the information stated in this contract (date of event, number of party, traveling location, time of event, makeup style). If you must change any information already stated above or spoken, we recommend you to consult with Jentry Kelley 72 hours prior to the day of your event. **Makeup Artist(s) and Hair Artist(s) are subject to change. If for any reason the artists are unable to perform services for your event, another artist will be assigned. This includes situations where the makeup or hair artist becomes ill or is no longer employed with the company.***

**Cancellation and Postponement:**

*If the event is canceled for any reason, the client forfeits the deposit. If your event needs to be postponed due to unforeseen circumstances where services cannot be performed due to a government mandate or a natural disaster (i.e. a global pandemic, flooding, or another similar event), we will transfer the deposit the first time to a second date that has been agreed upon by both parties. There will not be any additional fees to reschedule. If the event needs to be rescheduled a third and fourth time, or anytime thereafter, the deposit will not be transferred and you will need to pay the deposit again, in full, to rebook. If Jentry Kelley, or anyone on her team, is not available for the postponement or rescheduled day of your event, the client forfeits the deposit.*

X \_\_\_\_\_  
*Signature*

DATE SIGNED: \_\_\_\_\_