

LOTTIE LE' STRANGE

alternative model and makeup artist

Contact Details

Name: _____
 Phone: _____
 Email: _____

Event Details

Date: _____
 Time: _____
 Location for makeup (either studio or location): _____
 Will you be booking a trial? If so, what is your preferred date? _____
 How many clients require makeup? Please list below. If the table below is not large enough to fit your whole party please make a note of any extra party members and the details below on a separate piece of paper and attach it to the contract.

Name and role (e.g. bride, bridesmaid)	Makeup	Upstyle		Loose Styling	
		Long	Med.	Long	Med.

*Long hair: past shoulders
 *Medium hair: past jaw

Preferred start time: _____
 Time hair and makeup needs to be finished: _____
 Are you working with a photographer? If so, please list their details below:

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Booking Policy

To secure a date, a \$50 non-refundable retainer/deposit for each individual booked is required to book and guarantee services and is due at signing, which will be applied toward final balance. Due to the possibility of schedule conflicts, additional makeup and hair added after contract signing or changes made to location and time of event will be done at the sole discretion of Lottie Le'Strange Makeup Artistry

All deposits paid are non-refundable, and non-transferable to another date, product or service.

Day Of Booking

We do not perform or accept last minute services on the day of. Please make sure that anyone who wants services is listed on this booking contract. Because we need a certain amount of time per person to give quality service, we refuse to rush through those who have booked and paid to fit in those who haven't.

Partial Services

We do not perform partial, "a little", or "light" makeup or hair services for free. The artist or stylist is happy to provide any look desired for booked appointments. Even though a look may be "natural", the cost of the service will remain the same regardless of style. Please do not ask for "just a little makeup" or "a few curls" if you have not booked and paid for an appointment.

Touch Ups

Getting a large party ready for an event can take several hours. We want everyone to feel free to eat, drink, and relax. We will perform touch-ups right before we leave, so that the first person who had hair and makeup done at 8:00am will feel just as fresh as the last person. Touch-ups are provided ONLY for those who have paid for the initial service.

Booking Times

All makeup and hair appointments must be at the same location (we will only set up in one location per event), and in consecutive time (no gaps in between).

Once contract is signed and deposit received, you will receive a schedule of appointments within one (1) business day. The hair and makeup schedule will have an agreed start time, and end time as discussed at time of booking. Once the schedule is received by the Responsible Party, they will have 3 business days to make any changes.

If the booking occurs less than 30 days before the event, the agreed start and finish time must be finalised at time of booking.

Because we book other appointments, we can only adjust the start and end time at our sole discretion, and have no guarantee that we will be able to accommodate changed appointment times.

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Trials

A "trial" or "run-through" is a pre-event makeup application or hair appointment with your makeup artist or stylist before your event to determine colours, etc. and make sure you love your look! If you are not satisfied with your makeup or hair at the time of trial, you must tell your artist at the time of the trial so that she can make any adjustments necessary during your appointment. Our packages include only one 1-hour run-through.

If you wish to come back to try another look, you will need to make an additional appointment for the service provided. Additional trials are \$95.

Trials for bridesmaids and extra party members are NOT included in any packages. However, they are more than welcome to book an appointment a la carte from our makeup studio menu.

If a trial is not booked and you change your mind about what you would like after Lottie has applied your makeup, a \$50 fee will apply to cover the second application.

Service Location Requirements

If booking on-location for a party of two or more people, there are a few requirements needed. For makeup, a "set up" table/work area needs to be available. We bring a lot of makeup and hot tools with us, and will need enough room to work efficiently. Ample lighting, such as natural light from a window, or lamps is necessary for makeup services to be performed properly. For hair, a nearby outlet works well; we will bring necessary extension cords. For single clients, a lit makeup station with power points is provided and we only require a power outlet.

Other Fees

Early call times & Holiday Weekends

We do have an early morning fee of \$30/hour before 7:30am. There is an additional \$60 fee for Holiday or Holiday weekend events.

Assistant Fee

Assistants are booked when you have a large event party of 8 or more OR if you have limited time to get ready (for on location parties). \$100/Assistant

Delays

A late fee of \$25 may be charged for every 30 minutes of delay when a client is late for a scheduled time or if scheduled makeup exceeds allotted time because of client delays. We do book more than one appointment or parties in a day. If someone is not available for their appointment time, their makeup may be cancelled (at the sole discretion of the makeup artist) and all deposit monies paid are non-refundable.

Cancellation

All deposit monies paid by client will be refunded if contract is cancelled within three (3) business days of signing. After the three day grace period, should a client cancel the booked event or any service on a contract, the deposit will not be refunded, transferred, or applied to other services or products. Should you cancel any of the appointments in this agreement, you are still responsible for full payment of booked appointments.

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Travel

If the location for the makeup application/hair styling is equal to or greater than 15km away from Lottie Le'Strange Makeup Artistry's home studio and within Canberra, a \$20 travel fee will apply.

If travelling outside of Canberra, an \$80/100km fee applies.

Lottie Le'Strange Makeup Artistry brand and other brands used are hypoallergenic. However it is the client's responsibility to advise the artist if she/he has any known allergies. Client agrees to indemnify and hold harmless Lottie Le'Strange Makeup Artistry, affiliates, officers, agents, employees, consultants, contractors or subcontractors from any claim of liability, losses, damages, or any expenses that may result of any claims, demands, costs or judgments, including but not limited to claims based on negligence against it, that may arise in connection to makeup and hair services. Therefore clients release Lottie Le'Strange Makeup Artistry and its subsidiaries of all claims of injury; seen or unseen that may occur as a result of service including application. Artists contracted by Lottie Le'Strange Makeup Artistry nor Lottie Le'Strange Makeup Artistry is not responsible or liable for photogenic images. Lottie Le'Strange Makeup Artistry has permission from bride to use photos of bride and event for portfolio use, Facebook, or other marketing materials. Lottie Le'Strange Makeup Artistry is not responsible should airbrush equipment, hair tools, etc. fail. A suitable alternative will be used if needed.

Lottie Le'Strange Makeup Artistry has the right to replace your artist with another competent artist for your event in the event of illness, death in family, or as seen fit.

By signing this contract, I understand that the deposit is non-refundable, and non-transferable. I also acknowledge I am responsible for payment of the total number of people receiving makeup and hair services as I indicated above. I have read and understand the policies outlined above. Extra fees if applicable will be added to final bill. I will abide by this contract.

Party Responsible for Payment _____

Date _____