

# Lisa's Salon & Day Spa / Spa Party Contract

## Contact Information:

Host/Hostess: \_\_\_\_\_ Today's Date: \_\_\_\_\_  
 Address: \_\_\_\_\_ City, State: \_\_\_\_\_ Zip: \_\_\_\_\_  
 Phone# s: Daytime: ( ) \_\_\_\_\_ Evening( ) \_\_\_\_\_ Cell: ( ) \_\_\_\_\_  
 E-Mail address \_\_\_\_\_

## Event Information:

Date of Reservation: \_\_\_\_\_ Number of Guests \_\_\_\_\_  
 Event Start time: \_\_\_\_\_

This contract is a binding agreement for service between the host/hostess and Lisa's Salon and Day Spa.

- A minimum of 6 people per party required.
- Lisa's Salon & Day Spa must receive all names of guests their services listed on page two of this contract no later than 5 days prior to reservation.
- The above information is imperative in order for the event to run smoothly.
- Guests should arrive 30 minutes. prior to the start of treatment to fill out intake forms, relax & get changed into robes if necessary.
- Treatments will begin promptly at time indicated above with treatments being done in rotation between guests in the party as per sign up sheet times.
- Because our time is reserved specifically for your party, guest arriving late will not be guaranteed full treatment time and host/hostess will still be responsible for treatment time reserved.
- A 20% gratuity will be added to services for all parties. \$ \_\_\_\_\_
- The undersigned acknowledges that they are ultimately responsible for all treatments reserved in accordance to our cancellation policy.
- Any changes to the number of guests attending and/or the date or time of the reservation must be done 72 hrs prior to date of reservation as indicated above to avoid being charged full amount of the reservation and deposit forfeited.
- The host/hostess will be responsible for and charged the full amount of treatments reserved for any guests not in attendance the day of the reservation, should any member of the party that we have on the contract not make their appointment, the below signer is still liable for the cost of the contracted services.

## Cancellations:

Spa parties have a 72 hour cancellation/reschedule policy. One-half of the treatment price will be charged for cancellations not made within the cancellation window of the appointment time.  
 No shows are charged in full!

## Payments:

Unfortunately, we are not able to split party deposits into separate bills - One form of payment is expected for the entire deposit. The balance of all services is due the day of the event. Services on the date of the event can be paid by each individual receiving a service. Any changes on the day of the event will be paid at the finish of service (added guests, etc...) We can not promise to service extra appointments, but we will try. The undersigned acknowledges that a deposit of 50% is required to reserve the appointments and is due at the time of signing this contract and is payable by check , cash or a credit card . If paying with credit card a number must be on file. Form must be signed, dated before reservation will be binding.