

Name	_____		
Address	_____		
		Post Code	_____
Telephone	_____	Mobile	_____
Email	_____		

Have you already confirmed availability? _____

Booking Type	_____	N° of People	_____
Date Required	_____	Time	_____
		(start time or time of occasion)	

Venue / Address	_____		
		Post Code	_____
Additional Information	_____		

(please include details of any other relevant suppliers)

Deposit paid

Payments can be made by bank transfer (Acc N°: 13101002, Sort Code: 20-66-97), pay mobile to 07976 815353

Signature:	_____	Date:	_____
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By signing this booking form you are entering into a contract with Jaye Adams Make-up Artistry and you are urged to read the Terms and Conditions carefully.

Terms and Conditions

Clients are advised to follow the terms and conditions set out below. To avoid disappointment it is recommended that a booking be made as soon as you are happy to proceed with Jaye Adams Make-up Artistry's services. Make-up trials (if applicable) and other arrangements can be made nearer to the date of your booking. By completing the booking form and paying a deposit, you accept that you are entering into a contract and you agree to be bound by these conditions. Please check availability for your required date prior to paying a deposit.

- Booking and Deposit.** Bookings are taken on a first come first served basis, dates cannot be reserved and will be available for other parties to book until a Booking Form and Deposit are received. The amount of the Deposit will be advised accordingly for all types of booking, although this is typically no more than 50% of the total booking cost. The Deposit is non-refundable and is deducted from the total cost of the booking.
- Travel Expenses.** Travel expenses are calculated from Cockermouth and will be advised accordingly for each booking, these will be based on the current cost of fuel and will be no more than a maximum of £0.45/mile. Where time constraints do not allow enough time for travel on the day of your booking, accommodation (such as Premier Inn/Travelodge) must be arranged and paid for by the client.
- Payment.** Accepted methods of payment are bank transfer or pay mobile, and in some instances by cash or cheque. Further instruction will be given in writing either in a letter or by invoice. Make-up trial costs, where applicable, must be paid for on the day of the trial, and the final balance must be paid by the date of the booking.
- Make-up Trials.** A make-up trial and consultation is only required for, but not limited to, Bridal Clients. These can take place at my home or the venue/address of the clients choosing. Make-up trials are offered any day of the week between the hours of 9:00am and 7:00pm, appointments outside of these hours are available but may incur additional costs. Trials are recommended no sooner than 12 weeks before the date of a booking. Should a client ask to schedule a trial before this period any retrials will be charged at full price with no concessions offered. In the unlikely event that the client is unhappy with the trial results Jaye Adams Make-up Artistry must be informed in writing within seven days of the trial date. Jaye Adams Make-up Artistry reserves the right to decide if a retrial is then necessary.
- Changes.** Changes to your booking by adding or reducing the number of people as indicated on your booking form can only be accepted if time and resources allow. A reduction in the number of people booked may still incur charges, please see Cancellations below. If there are changes to the original booking, the person responsible for booking must confirm those changes in writing as soon as possible. We will try to accommodate changes to dates but this will be subject to availability.
- Cancellation.** In the unfortunate event that you have to cancel your booking cancellation charges are calculated as a percentage of the remaining balance as follows: **0-7 days (before the booking date) 100%, 8-14 days (before the booking date) 75%, 15-30 days (before the booking date) 50%, 31-60 days (before the booking date) 25%.** Should you cancel your booking 3 months or more before the date of your booking you will not be billed for any part of the remaining balance due but you will lose your deposit. All cancellations must be in writing from the named person on booking form. The day that written notification of cancellation is received is the date on which your booking is cancelled.
- Artist Obligations.** Jaye Adams Make-up Artistry will endeavor to perform all services booked promptly and professionally at the agreed time, date and location. Jaye Adams Make-up Artistry will chose which cosmetic products and professional materials will best suit your requirements. Services will be conducted on the basis of information, documents and/or photographs provided by you. Jaye Adams Make-up Artistry is not liable to you, or any third party, for any issues arising as a result of unclear, erroneous or incomplete information or instruction.
- Client Obligations.** You agree to inform Jaye Adams Make-up Artistry of any existing allergies or skin sensitivities that you, or any other persons included in your booking, are aware of prior to the application of any cosmetic products. If no known allergies/sensitivities are stated Jaye Adams Make-up Artistry cannot be held liable for any reactions or injuries that may occur as a result of the cosmetic products, professional materials or sanitation practices used. You agree to Jaye Adams Make-up Artistry working in a smoke and pet free environment.
- Limitation of Liability.** Neither party shall be held liable to the other for any losses that the other suffers as a result of breach of contract unless those losses are a foreseeable consequence of the breach. Jaye Adams Make-up Artistry cannot be held liable under this contract where the client is unhappy with finished results where all obligations have been met.
- Cancellation by Jaye Adams Make-up Artistry.** In the unlikely event that we are unable to attend your booking due to sickness, injury or any other circumstance beyond our control, we will work with you to find an alternative, reputable professional capable of meeting your requirements. All payments received, including the deposit, will be refunded in full.
- Photography.** Any professionally taken photographs from your booking that are shared with Jaye Adams Make-up Artistry, may be used online at jayeadams.co.uk, on social media platforms or for advertising/marketing purposes. By submitting a signed Booking Form you are confirming that you have no objection to your photos being used in this way. If, however, you would prefer that your photos are not used in this way, please click on check the box
- Make-up Application.** Prior to having make- up applied, please ensure that teeth are cleaned, you have been to the toilet and contact lenses (if needed) are applied, and that skin is cleansed and free of make- up. Food is not permitted whilst make-up is being applied and it is advised that a straw is used if you need to drink. Please do not sit any small children/babies on your lap and please do not use a mobile phone whilst make- up is being applied. Please be patient, the make-up will be applied in a timely manor but any distractions/interruptions will delay this.
- Health and Safety.** If we are made to feel uncomfortable in anyway, mistreated or if at any time during a booking someone becomes abusive, violent or displays any offensive behaviour, Jaye Adams Make-up Artistry has the right to cancel without refund. Jaye Adams Make-up Artistry will ensure that all health and safety precautions are strictly adhered to. In the event of an accident caused by cosmetic products, equipment breakdown, negligence that causes personal injury or damage to property, you are advised to contact us immediately and if necessary, seek legal advice.
- Insurance.** Jaye Adams Make-up Artistry has full public liability and employers insurance for the activities of make-up application and hair styling. Requests for some services may not be possible because of exclusions contained within the insurance policy. Current insurance documentation can be viewed upon request.