



The Spa at Keltic Bridal Contract

Thank you for choosing the Spa at Keltic for your wedding day! We want your day to be as carefree and special as possible. We can take care of your hair, skin and makeup needs for your special day.

Please complete and return a copy of the following forms so that we can schedule appointments for all the services needed for you and your wedding guests. Please be aware that this agreement is a contract that requires cash or credit card to reserve all of your appointments. The complete cost of the bridal services will be quoted upon completion of the forms and a 50% deposit is required to hold the day and times scheduled.

Wedding Information

Wedding Date: _____

Time of Wedding: _____

Number in party requesting service(s): _____

Bridal Information

Brides Name: _____

Brides home phone number: _____

Brides cell number: _____

Brides email: _____

Brides mailing address: _____

Brides alternate contact person: _____

Home phone number: _____

Cell number: _____

Email: _____



Bridal Agreement Terms and Conditions

Confirming Appointment Date

Your appointment date(s) and service(s) will be secured when the signed contract and deposit have been received. No dates will be guaranteed without a signed contract and deposit. _____

Deposit

All reservations must be reserved and guaranteed with a 50% deposit. Your day will be secured upon the receipt of your deposit. The balance will be charged to the credit card on file the morning of the service, unless other arrangements have been made. _____

Payment

Remaining balance is due the day of service. Prices are subject to change as attendants needs change or as services are added or upgraded. Any additional services will be charged accordingly. Prices do not include gratuity. However, twenty (20)% will be added to your total due for your convenience. We can only accept two (2) payments for wedding reservations. This reduces confusion and transaction time on a day that we want to keep you stress free and on time. We accept cash, Visa, MasterCard, Discover and American Express as forms of payment. _____

Contract/Appointment Changes

All agreements will be made in writing. The 'Bridal Agreement Terms and Conditions' with the 'Bridal Contract' must returned to the Spa at Keltic with your deposit. A copy of the services and time for any services booked will be emailed to you. Any changes or additions to wedding party services after the contract is signed must be submitted by email to: spa@keltic.ca no later than fourteen (14) days prior to the service date. Please assign one person to be the coordinator for the group. _____

Cancellations

Services cancelled thirty (30) days or more prior to date of service will be refunded the full amount. Any cancellations made with less than fourteen(14) days notice will be charged the entire cost of the cancelled service(s) and will be placed on the final bill.

The bride/individual signing this contract may permit only one other person to authorize or submit and change any scheduled service for the wedding party. Cancellations due to emergencies are considered on a case-by-case basis as per management. _____

Late Arrivals

If a wedding party is late for the scheduled service appointment time(s) spa staff may or may not be able to accommodate the new arrival time. If the scope of the original contract cannot be fulfilled due to client tardiness, services may be reduced; however, clients are liable for the original contracted amount. _____

If a wedding party is more than one (1) hour late without making contact with us, the assumption is that the client is a no-show. This results in the client forfeiting all deposits and being charged for the full contracted amount. _____

Food & Beverage

Should you wish to enjoy a light snack or beverages at the spa during your bridal services we request that you make arrangements at least two (2) weeks in advance with our Banquets Coordinator. _____

We apologize for any inconvenience but we must follow this policy out of respect for our spa staff and other spa guests.

I have read, understand and agree to the terms of this contract. Deposit is due upon submitting this document.

Bridal Signature: _____ Date: _____

Bridal Service Request

Please complete the form for all members of the bridal party requesting services.



Bride: _____

Date of Hair and Make-Up Trial: _____ Time: _____

Wedding Day Hair and Make-Up Time: _____

First & Last Name	Position in Party	Services	Time
1. _____ _____ _____	_____ _____ _____	_____ _____ _____	_____ _____ _____
2. _____ _____ _____	_____ _____ _____	_____ _____ _____	_____ _____ _____
3. _____ _____ _____	_____ _____ _____	_____ _____ _____	_____ _____ _____
4. _____ _____ _____	_____ _____ _____	_____ _____ _____	_____ _____ _____
5. _____ _____ _____	_____ _____ _____	_____ _____ _____	_____ _____ _____
6. _____ _____ _____	_____ _____ _____	_____ _____ _____	_____ _____ _____

Total Services \$ _____

50% Deposit \$ _____



Estimated Service Total	\$ _____
Gratuity 20% of Services	\$ _____
Total with Tax (15%)	\$ _____
Deposit Due at Signing	\$ _____
Date Paid:	
Approximate Balance Due	\$ _____
Method of Payment: Cash Visa Master Card	American Express Discover
Card Number:	
Name as it appears on card:	
Expiration Date:	Security Code:
Billing Address:	City:
Province:	Postal Code:

By signing below, I authorize The Spa at Keltic to charge me for the agreed upon services, as well as any fees or charges, as indicated in the contract.

Signature: _____ Date: _____

Wedding Day Services

We are delighted to provide services on this special day!



Hair

Trial Bridal Updo
Bridal Updo
Updo
Shampoo & Blow dry
Light Style

Make-Up

Trial Bridal Make-Up Consultation
Bridal Make-Up
Make-Up

Nail Service

Manicure
Pedicure
French Tips

Massage

Couples Massage
One Hour Massage
1/2hr Massage

Please consult our website for a complete listing of services we provide or give us a call so that we may help you choose the service you desire.

Helpful Hints and Suggestions for Bridal Parties

This is your special day and the team at The Spa at Keltic wants to make sure you look your absolute best!

Bring your headpiece, veil, flowers, hair ornaments, or any other special touches you want the stylist to add to your special look.

Please do not shampoo your hair the same day as your appointment. Arrive at your appointment with clean dry hair and wear a button down shirt.

To ensure that you receive the services you desire please arrive at least 15 minutes early to allow for check in. We realize that time is of the essence and we do not want our guests to feel rushed in any way.

While we understand this is a big day to celebrate, please understand we have other guests also receiving services and we ask you to consider this when you are at the spa. Thank you!