

## **Group Contract**

*Thank you for including Christian Roberts Salon & Spa in your plans as you prepare for your perfect spa day. Our trained professionals at Christian Roberts will take extra care to make you as relaxed and comfortable as can be.*

*In order to serve you in an efficient and thorough manner, please read the following terms and conditions carefully.*

- 1. When scheduling appointments, we need the full name of the person responsible, two phone numbers, and the date of the event. To ensure that service providers are available, we recommend booking your appointments at least four to six months in advance.*
- 2. We require a **full list of all the guests receiving services** in the salon for the scheduled day. First and last names please. All appointments need to be **specified** at the time of scheduling due to varying lengths of time some services may require and employee availability.*
- 3. **You must secure your appointments with a credit card number.** Your credit card is taken to reserve your appointments; **however, we reserve the right to charge for missed appointments.** You and your party can pay with the credit card, cash, personal check or Christian Roberts gift certificates. One person may pay for the entire cost of the day or each can pay separately, it is up to you.*
- 4. **A ONE WEEK notice is required for cancellation of any appointments.** If cancellations are made after the one-week deadline, or someone does not show for their appointment on the wedding day, the credit card on file will be charged in full for the amount of the service. **It is required that all guests arrive at least 15 minutes before their scheduled appointments.** We cannot be responsible for any services rendered if the client is late.*
- 5. For all up-do appointments, we require hair to be **COMPLETELY DRY.** It will cause scheduling problems and increased cost if the stylist must shampoo and dry hair.*
- 6. **Visitors, family, and children are not allowed in the Day Spa unless receiving spa services also.** While we welcome children over age seven who have an appointment, **we do not have the facilities to watch children during their parents' appointments in the salon or spa.** Thank you for enabling us to make your time and other's time in the salon private, peaceful and relaxing.*

