



RACHEL'S SALON & DAY SPA

www.memphissalonspa.com

10 North Main Street Memphis, Tennessee 38103

901-527-7511

info@memphissalonspa.com

Spa/Wedding Party Contract

Name of Party Contact: _____

Name of Bride or Honoree: _____

Phone: (cell preferred) _____

Email: _____

Requested Date: _____ Requested Start Time: _____

Business hours are 9am-6pm Tuesday, Wednesday, Friday, 9am-8pm Thursday, and 9am-4pm on Saturday, please list requested **START time for group bookings*

Name/Names in Party for services to be booked:

Guest Name	Requested Service/Services
1.	
2.	
3.	
4.	
5.	
6.	
7.	
8.	
9.	
10.	

Please list requested service next to each guest's name

**Service Price List is available online or at our front desk*

Payment For Groups: A \$100 deposit is required to book all appointments for groups, this deposit is fully refundable provided the reservation is cancelled 30 days prior to the scheduled appointments. Deposits may be paid with a credit card via phone or in person. The remaining balance is due 2 weeks prior to the scheduled appointments; we request that a single payment type be used in paying the balance due rather than individual payments from party guest and have found apps like Venmo, Cash App, etc to be helpful to any host planning to have guests pay for individual service. The total due will include a 20% service gratuity for the service providers. A \$15 service fee will be added to the total for group bookings of 4 people or less, and a \$25 service fee will be applied to the total for groups of 5 or more.

Notes: _____

Responsible Party Signature: _____

Date: _____

PLEASE NOTE: Average Service Duration is Approximately 1 hour per service booked, for multiple services this requires an average 15 minute clean, sanitize, and re-set of each service area in order to provide each guest with the best experience possible. Please Note that limitations with Service Provider Availability, Number of Guests in the group, and Service Selection may affect the time needed for each party. We will provide a detailed schedule once all information is in hand to give you our best estimate as to the duration of the entire group booking for your planning purposes. We cannot guarantee exact finish times due to the care and customization we offer to each guest, we request your understanding in this area. Our services are centered around providing the best experience possible, thus we will not rush our guests to accommodate a time frame. We want you all to relax and enjoy your time with us!

Salon Complete:

Deposit Received by: _____ Date: _____

Balance Due in Full (Date Due): _____