

# BOOKING POLICIES

*Please read carefully before booking an appointment*

## BOOKING CONFIRMATION



I appreciate you booking with me! Immediately after scheduling your appointment, a confirmation email will be sent. **I am located in Piscataway, NJ, however the full address will be provided in the confirmation email.** You will also receive a reminder via email 24 hours before your scheduled appointment.

## ACCOMODATIONS & SQUEEZE-INS



Appointments are based on my general availability. If the desired date and time is not displayed, please reach out to me. Although not guaranteed, I may be able to accommodate you. No additional cost unless the request is for same day appointment.

Accommodations w/ additional costs include:

- Same day appointment requests (\$20 convenience fee)
- Appointments before 10am or after 6pm (\$20 convenience fee)
- Appointments requested on Holidays (\$45 convenience fee)
  - Holiday appointments must be approved before booking. Please contact me first for availability.

## TARDINESS



As a courtesy, there is a 15 minute grace period. A **\$20 late fee** will be applied to the balance if late. After 30 minutes late without prior notice, your appointment will be canceled. **NO EXCEPTIONS.**

## APPOINTMENT PREPARATION



On the day of your scheduled service, be sure to arrive with freshly cleansed skin. Please do not wear makeup to your appointment. This includes BB cream, mascara or any other cosmetic product. It is important to remove any makeup, oils or products from skin prior to your appointment. If you have known allergies or suffer from any skin conditions, please inform me before we begin.

## PAYMENTS



**A NON-REFUNDABLE deposit is required to book ALL APPOINTMENTS.**

A \$20 deposit is required for individual makeup services although deposit amounts for glam lessons are dependent on the course. All deposits, regardless of the service, will be credited towards your total. Remaining balances can be paid via CASH, ZELLE, or CASHAPP immediately after the appointment.

## RESCHEDULING



If you are unable to attend your appointment, you are required to notify me within **24 hours** of your appointment so that your deposit can be credited towards **ONE** rescheduled appointment. The appointment **must be re-booked within 30 days** of the originally scheduled appointment or the deposit will be **forfeited**. This courtesy does **NOT** extend to same day cancellations, no shows or cancellations due to tardiness. No exceptions.

**Unfortunately, if you cancel your appointment on the same day without notice or do not show for your appointment, your deposit will be forfeited and I reserve the right to deny future bookings. Emergency situations may be considered on a case-by-case basis.**

If I need to cancel your appointment for any reason, your deposit will be refunded or you can request that the deposit is held and credited towards a future appointment. (Must be re-scheduled within 60 days of the originally scheduled appointment)

## TRAVEL



At this time, travel is only available for parties of 3 or more and weddings. For parties of 3 or more, please specify when booking and I will provide you with a quote for travel. See the Bridal Suite for more information on wedding travel inquiries.

**Feel free to reach out at 908-248-7837 if you have any questions. HAPPY BOOKING!**