

— **Booking Agreement** —

Dated the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_. This is to confirm an agreement between \_\_\_\_\_ (hereafter referred to as "client") and Just Imagine Designs (hereafter referred to as "JID"). **The parties hereto agree as follows:**

### Contact Information

Client/Company: \_\_\_\_\_ Contact Person: \_\_\_\_\_  
 Mailing Address: \_\_\_\_\_ Cell: \_\_\_\_\_  
 City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_ Work: \_\_\_\_\_  
 Phone: \_\_\_\_\_ Email: \_\_\_\_\_

**"JID" will provide face painting/glitter tattoos for the following event:**

### Event Information

Type of Event: \_\_\_\_\_ Location:\* \_\_\_\_\_ Event Address: \_\_\_\_\_  
 Birthday Party  Inside City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
 Face Paint Event  Outside Date: \_\_\_\_\_  
 Glitter Bar/Tattoo Event  Water Start Time: \_\_\_\_: \_\_\_\_  AM  PM Duration: \_\_\_\_\_  
 Honoree's Name: \_\_\_\_\_ # of Faces/People: \_\_\_\_\_  
 Birthday Age: \_\_\_\_\_ Event Theme: \_\_\_\_\_

### Pricing

A 50%, non-refundable, booking fee of total event cost is due along with a signed contract, and is required for securing the date of event. Balance is due **before start time** on date of event. Additional paint time (face painting only) past agreed ending time, if artist is available, is an added cost, billed in 30 minute and 60 minute intervals. **Payment options** include cash, Square, PayPal or check **made out to Rachel Coley**.

#### Birthday Party

\$125/hr/artist

- 1 hr minimum
- \$100 per additional hour
- Includes *minimal* glitter
- 8-10 **face painting**/hour **-OR-**
- 20-25 **glitter tattoos**/hour

#### Face Paint Event

\$125/hr/artist

- 2-5 hours (\$125/hr)
- \$100 per additional hour
- 10-15 faces/hour
- *Optional: Water resistant is \$25/hr more*

#### Glitter Bar/Tattoo Event

\$125/hr/artist

- 2-5 hours (\$125/hr)
- \$100 per additional hour
- 25-30 glitter tattoos/hour
- Skin Ink also included

**Please Note:** If the temperature is above 90\* or below 55\* artist will need an indoor, climate controlled space.

**Artist Needs:** Artist will arrive 15-30 minutes to set up prior to start time. All events need a level work area and an open area to unload. Design area must be away from water, sound speakers, and inflatables. If the artist is required to bring items listed below, an additional fee *may* be required.

**Glitter Parties:** Please provide a 6' table & 4 chairs covered in a disposable tablecloth.

**Face Painting:** Artist needs a 6'x 6' covered space. A tree is not considered proper cover as the leaves and debris contaminate product.

- Canopy/Tent: \$25  Table: \$10/each (not required for face paint)  Water Resistant Face Paint: \$25/hr (*pool, beach, etc.*)  
 \*Extra Hands: \$10/hr/person \_\_\_\_\_ # needed

\*Face Painting events with **more than 40 faces** will require a line coordinator. **All travel beyond 30 miles is an added fee of \$1/mile.**

### Helpful Tips for a Magical Event

It is strongly advised that you have other activities planned for the guests while the face painting is being done, so all the kids don't have to wait in a long line. Keep in mind pool, beach and other water events will require water resistant paint.

**CANCELLATIONS:** The Booking Fee is non-refundable, though it may be transferrable if you re-schedule your event to a date that will work with the artist's schedule. **Please be cautious when booking for outdoor events. Having an alternate indoor plan for rain is highly recommended.**

How did you hear about us?        Referred by: \_\_\_\_\_  
 Other Event: \_\_\_\_\_

**— JID Booking Agreement: Continued —**

**Booking Date:** The time slot will not be reserved for Client until the deposit is paid and the agreement is signed. Faxed or emailed signed agreements will hold booking date for five (5) days to allow mailing time for deposit. If the deposit is not received within five (5) days of receipt of signed booking agreement, the contract agreement is null and void. Should Artist be unable to perform its contracted services for any reason whatsoever, the Artist will make their best effort to obtain a suitable and equivalent replacement. Should Artist be unable to perform or to find such a replacement, the deposit and any amounts paid by the Client under this contract agreement, will be refunded, with the exception of any special supplies purchased for the Client, at the Client's request, in which case the cost of the special items purchased will be deducted from the amount refunded and the specialty items will be available for the client to pick up from the Artist.

**Overtime:** Artist cannot be held responsible for the number of attendees at your event. If the Artist does not have other prior commitments, the **Artist may stay longer and will bill Client an additional \$65 per half hour or \$100 per hour, per artist** over original event ending time, with a full half charge being due for each 1-30 minutes of overtime. Estimated number of faces painted is dependent upon all of the guests being present at the start time and ready to go, one right after another. For a more casual schedule, please factor in more time. Additional time on day of event may NOT be available. **Client agrees to pay artist overtime incurred before Artist begins painting again.**

**Breaks:** Artist will be provided with paid 15 minute breaks for every two hours of contracted time.

**Returned Checks:** There will be a \$30 fee for returned checks, plus the amount of the check and all costs involved in enforcing payment of the debt owed.

**Parking:** Either leave a space in the driveway or open in front of the house **so Artist can unload equipment.** If the event is at a commercial facility, Artist will be provided a parking spot next to the commercial facility entrance door. The Client will **reimburse Artist for any parking fees incurred** while the Artist is providing its contract agreement services to the Client.

**Limitations on Artwork:** Artist will not paint on any part of the body that is not legal to expose, or any place she does not feel comfortable painting. Artist will not paint any design or wording that is obscene, offensive or defies good taste. Artist may refuse to paint any symbols or other illustrations that are commonly attributed to "gang" or other illegal group affiliations. Artist will not paint copyrighted characters or any designs Artist is not comfortable painting.

**Children: Artist will not supervise children.** Their behavior and safety is the responsibility of the Client and/or Parent/Guardian and Client agrees to provide proper supervision for all children. Artist cannot see other children and what they are doing while they are painting. Artist is NOT responsible for adverse affects that other entertainment or weather might have on the painting, such as sweat (bounce houses), water (swimming pool), rain, etc. Your quoted time frame does NOT include time required to re-do faces or canvases (add cost), so please plan accordingly.

**Extreme Adverse Working Conditions:** Artist reserves the right to stop event and leave without refunding any monies if there are extreme adverse working conditions and the client fails to remedy the situation after it has been brought to the client's attention. Adverse conditions include but are not limited to destructive, violent, or inappropriate behavior of a child, pet or adult, illegal activities, or otherwise dangerous conditions including lightening and severe weather. JID may agree to a rain date if discussed 48 hours prior to event date.

**Liability Statement:** Artist is NOT liable for allergic reactions to face paints, glitter, gems and adhesives, products used for glitter tattoos or Henna stains. We strive to use only the safest materials; however, no product can guarantee that they will not cause a reaction on anyone. It is the client's responsibility to be aware of ingredients that they may be sensitive to. People with skin allergies or sensitive skin should either not participate or have artist perform a patch test at the beginning of the event. **The artist(s) reserve the right to refuse to paint any attendees with signs of infectious diseases at any point in the event.** Artist will not paint anyone who is suffering from cold sores, conjunctivitis, ringworm, sunburn, eczema, any infectious skin condition or open wounds. If the client knows beforehand of any attendees who have infectious/contagious diseases such as Covid, chicken pox, pink eye etc, the artist must be informed at least 48 hours before the event and the event is subject to cancellation without a refund of the booking fee. **If the client does not inform the artist beforehand, and the artist's equipment is subsequently contaminated, the client will be invoiced for the appropriate replacement of any affected equipment/supplies.**

**Artist Agrees:** To provide services of general face painting using only **FDA compliant products** on said contract agreement dates, with acceptance and timely payment of 50% deposit. Artist also agrees that a **liability insurance policy is in full force and effect** (face painting) and will provide a current insurance certificate upon request. For any reason, **should JID be unable** to accommodate your paid booking, or provide a suitable and comparable replacement, a full refund of your deposit will be returned to you or you may receive your next event for the equal amount of time, provided you and the Artist can agree on an available day and time period for the next event. And the next event is to occur within 30 days of original event date. In the event that Artist is unable to perform or provide a suitable replacement, Client agrees that a full refund of any amounts paid to Artist will represent a full satisfaction of any and all amounts due from Artist and a demand for the full amount paid to Artist, the Client's full recourse for any and all claims by Client. This means that the Artist is liable to Client for no further claim of damages or other claims of any kind whatsoever, beyond a full refund of any amounts paid by Client to Artist.

**Client Agrees:** To pay the full amount of booked time of painting services. The Client will be responsible for any fees or expenses, including attorney's fees, incurred in connection with collecting delinquent amounts owed to JID under this Agreement. A **signed booking agreement and payment of deposit or more** for the event is the only way to secure your event date and time. All monies paid to JID constitutes a binding agreement to booking agreement and invoices with or without signature.

These determinations are at the artist's discretion.

**"Client" will provide the following payment for the above event:**

**Fee Breakdown:** *To be filled out by JID*

\$ _____	Mileage	\$1/mile/artist past 30 miles, one way)
\$ _____	Pricing (# of artists: _____)	(Event Type: _____ Hours needed: _____)
\$ _____	Added Costs: _____	(event addons, 4% CC processing fee, etc.)
\$ _____	Discount: _____	(Only 1 discount/event: Heroes discount, Web deals, etc.)
\$ _____	<b>Total</b>	
\$ _____	<b>50% Booking fee required within 5 days of booking or date and time will be released.</b>	
\$ _____	<b>Balance due upon Artist's arrival</b>	

Client agrees to pay the full amount due under this contract even if Client actually uses Artist for less time than contracted for. The 50% booking fee is not refundable, should Client for any reason, cancel or postpone the contracted day or time period. However, in case of postponement, JID will workwith you to accommodate an alternate date if available in Artist's schedule based on prior commitments. Payment options include cash, Square (+4%), PayPal (+4%) or check made out to Rachel Coley.

**By signing this, you have read and agree to the above terms and conditions.**

Printed Name: \_\_\_\_\_ Client Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Printed Name: \_\_\_\_\_ JID Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**To book your date and time, please e-mail a signed copy to [JIDesignsRC@gmail.com](mailto:JIDesignsRC@gmail.com) or mail the signed copy AND 50% deposit to:**

Just Imagine Designs  
6092 Buttonbrook Drive, Pace, FL 32571

**The requested date will be held for five (5) days, allowing time for mailing.**

If the contract and deposit are not received within five (5) days, the date and time will be released to be booked by another client.

