

Drift Away Massage & Spa Party Contract

CONTACT INFORMATION:

Host/Hostess:

Phone:

Email Address:

Event Information:

Number of Guests:

Requested Date:

Spa Package:

Drift Me Away _____

The Retreat _____

The Girls Escape _____

Birthday Bliss _____

Bachelorette Queen _____

Pamper Momma _____

Custom _____ (Confirm with our Spa)

Start Time:

You're booking a Private Spa Party! We can't wait to deliver your spa day to you and your guests. Let's review a few key points so that this party runs as smooth as possible.

- **Who's coming?** We're going to need all the names of guests listed on page 3 of this contract, no later than 14 days prior to the reservation. (Minimum of 4 guests in a party). This along with what services you are getting will tell us exactly how many spa therapists we need so we can book the spa service for your whole group.
- **What Services Are You Getting?** Check with your group if they have special requests so we can schedule everything exactly. Girls Get Together parties can be changed or added to (additional fees may be required) but with notice.
- **Don't No Show.** Because our time is reserved specifically for your party, any guest(s) that doesn't show up will still have to pay for their services. Please make sure your party understands this. If there is a no show(s) the card used to reserve this event will be charged.
- **Don't Be Late.** You will choose the start time of your party's services above. Feel free to show up 15 minutes beforehand so that you can settle in, fill out your forms, grab a bite to eat and mingle with your party. Services will start exactly at the time stated above. If you show up late for your service you'll get the remaining time left for that service. Unless you are 15 minutes late or more in which case you will forfeit that service entirely. There are no exceptions so make sure you *share this information with your party* – we don't want anyone upset if they show up late and miss a spa service as you will still be responsible to pay for it. We want you and your entire party to enjoy everything – you deserve it, so please be on time.
- **Food/Alcohol.** We provide some food (Mini Croissants, Caprese skewers with balsamic drizzle, Meat and cheese platter, Crostini with a dill lemon cream cheese with smoked salmon and shallots, chocolate dipped strawberries) You are welcome to bring your own drinks. We have champagne glasses available to use. Please know that Drift Away Massage & Spa is not liable for any results or accidents from drinking alcohol.

- **We Close at 7 PM.** We know you are going to be having such a great time with us that you may not feel like leaving but unfortunately we do close at 7 pm. Be sure have your group ready to go by then. After 7:20 there is a \$50 fee.
- **Gratuity and Fee:** A 20% gratuity will be included for a total of each guests specific service. A 15% Venue fee is added to the total of services.
- **We'll Need a Deposit.** A non-refundable deposit of 50% is required for the reservation. This amount will be used for the balance of your services.
- **Let Us Know If There Are Any Changes.** If you need to change the number of guests attending; the date, time or spa services chosen, we need you to contact us 7 days prior to the date of the reservation.
- **Cancellation.** We require a 7 day notice if you need to cancel your party. But don't forget your deposit is non refundable. Less than 7 days notice and we will charge you for the full party scheduled.
- **Share This Info With Your Party.** Now that you know what we need to run a smooth party, help us by letting your whole group know too. If you need help sending emails or copies of this contract let us know.

Guest Information:

Please list the names of the guests in the party that you wish to schedule that day. Also, indicate the role in the party. (guest, Host, bride, birthday...ect) with their service preference.

1.Guest:	Role:
Service:	Phone:

2.Guest:	Role:
Service:	Phone:

3.Guest:	Role:
Service:	Phone:

4.Guest:	Role:
Service:	Phone:

5.Guest:	Role:
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Service:	Phone:
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6.Guest:	Role:
Service:	Phone:

7.Guest:	Role:
Service:	Phone:

8.Guest:	Role:
Service:	Phone:

9.Guest:	Role:
Service:	Phone:

10.Guest:	Role:
Service:	Phone:

TOTAL FOR SERVICES AND GRATUITY : \$

TOTAL OF PRIVATE SPA PARTY : \$

Menu included in pricing

- Mini Croissants
- Caprese skewers with balsamic drizzle
- Meat and cheese platter
- Crostini with a dill lemon cream cheese topped with smoked salmon and shallots
- Chocolate dipped strawberries

RESERVATION DEPOSIT INFORMATION

The host agrees that this card will be charged **50%** for the deposit and will be used as payment for the balance of services for the host on the reserved day.

The remaining balance must be paid in one lump sum and in full the day of the party or before.

Name:
