

VENUE STYLIST



VENUE STYLIST:

COMPANY
ADDRESS:

CONTACT DETAILS

NAME

PHONE

EMAIL

STYLIST:

<input type="text"/>	<input type="text"/>	<input type="text"/>
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ASSISTANT:

<input type="text"/>	<input type="text"/>	<input type="text"/>
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VENUE STYLIST INFORMATION

HAS YOUR STYLIST WORKED AT THE VENUE BEFORE?

Y

N

ARE THEY CREATING ANY BESPOKE PIECES FOR YOU?

Y

N

PRE-LIMINARY MEETING BOOKED WITH STYLIST:

DATE

TIME



NOTES:

POSSIBLE PIECES BEING PROVIDED



Drapes



Floral Hoops



Paper Lanterns



Fairy Lights



Centrepieces



Backdrops



Floral Garlands



*Light Up
Lettering*



Chair Sashes



Table Cutlery



Glassware



Charger Plates



Table Linens



Dancefloor



Card Station



*Vintage
Decor*



*Bespoke
Signs*



Mirrors



Sweetie Cart

Other Pieces:

Blank area for listing other pieces.

FEES

COST

DEPOSIT PAID ON

FINAL BALANCE

BALANCE DUE

	COST	DEPOSIT PAID ON	FINAL BALANCE	BALANCE DUE

DELIVERY FEES:				
DAMAGE DEPOSIT:				

NOTES:

POLICIES

Venue Stylist **Cancellation** Policy:

Venue Stylist **Postponement** Policy:

Venue Stylist **Refund** Policy:

Additional Extra's/ Notes:

TO PRINT AND INCLUDE INTO YOUR FILE:



All **PAYMENT RECEIPTS & INVOICES**



A copy of their **PUBLIC LIABILITY INSURANCE CERTIFICATE** for Venue's risk assessment



All **POLICIES**, Cancellation/ Refunds etc. *Please read these through carefully yourself*



Any **PAPER TRAILS/ CONTRACTS** for negotiations agreed upon