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These terms of service apply to makeup and beauty services provided by Aubrielle Tillman-Francisco (Karma's Kreations Artistry) to you as the customer. Upon booking a session, trial, and/or consultation with Aubrielle Tillman-Francisco (Karma's Kreations Artistry) and its owner, employees, agents, and affiliates, you must agree to these terms and conditions. By signing the agreement at the bottom of your online consultation form, on your booking, and on the physical consultation form presented to you prior to every session, you agree to these terms and conditions stated below.

1. Booking Requests Policy

Prior to making any appointment or booking with Karma's Kreations Artistry, PLEASE NOTIFY THE ARTIST FIRST! Due to this being a travel-based business, the artist will need time to travel between appointments. Please notify the artist before making any appointments to allow availability of the artist to be discussed first.

All booking requests will be made through my Acuity Scheduling calendar. You will be required to provide a phone number when you book so please make sure it is one that you will answer to immediately. Karma's Kreations will not accept booking requests over the phone, through text, or on any other form of communication. If it is not a booking request through my scheduling calendar, Karma's Kreations cannot secure your spot for you. Booking requests go by a first-come-first-serve basis and require a deposit. Karma's Kreations is not responsible if another individual makes a booking request before you and picks your same date and time. All booking requests require at least 48 hours in advance to the date requested. Karma's Kreations does NOT allow same day booking.

If you schedule a session around a separate appointment with another business and it is deemed as too close to said time, Karma's Kreations has a right to cancel/refuse your booking request without any consequence. All appointments will only be accepted once the booking, deposit, and consultation form has been completed. When making your booking, please allow enough time for the artist to arrive and work on the number of people requested. All persons included in the group for parties of 2 or more must be available and ready to be serviced. All makeup applications for parties of 2 or more people must be at the same location/venue and must be consecutive in time. The artist requires approximately 45



minutes to an hour per person on average, so please allow that much time per person.

***KARMA'S KREATIONS IS NO LONGER USING THUMBTACK FOR BOOKINGS.

a. Appointment Requirements & Confirmation Text:

Please reply to the confirmation text a day prior, complete the consultation form in full, and complete your booking at least 24 hours prior to the date of the event to avoid cancellation.

Approximately 24 hours prior to your makeup session, you will receive a confirmation text that will verify the date, time, and address of your event/trial session on the following day. You will be required to reply with 'YES' and/or provide any necessary information that may be incorrect. Please note, if you do not verify the correct information by the 12-hour mark, Karma's Kreations Artistry CANNOT and WILL NOT be liable for any misunderstandings, mix-ups, or sudden changes. You also run the risk of your appointment being cancelled and being charged the cancellation fee of \$50 if you do not respond.

b. Rescheduling Policy:

Clients are not allowed to reschedule their own appointment online through the scheduling app. Please contact the make-up artist to reschedule your appointment. Clients are only allowed to reschedule once. After one rescheduling, your deposit and any advance payments will be voided. If you reschedule for the first time under one appointment instead of cancelling, you do not have to pay the cancellation fee. If you are rescheduling, you MUST IMMEDIATELY provide the artist with a new date and time to avoid a cancellation fee being charged. After one rescheduling, if you cancel again and want to book again in the future, you must pay the cancellation fee at the time of cancelling the appointment if within the 24-hour time frame and pay another deposit when booking again for your next appointment. Failure to send the cancellation fee at the time of cancelling your appointment will result in the fee being charged to the card on file that was used to pay your deposit. NO EXCEPTIONS! In the event that weather conditions, emergencies, or sudden events prevent the artist from being able to make it to the appointment successfully, the client will be notified immediately and allowed the opportunity to reschedule their booking for another event or date without needing to pay the deposit.

***PLEASE NOTE: All clients that choose to reschedule due to extreme weather conditions impeding the progress of the appointment, are eligible for their rescheduling to be effective up to a year; meaning, the client has until a year from the time of their original booking to secure a new date and time. Once the year time frame has ended, the client's deposit will be considered void and must be paid again to secure their new appointment.



c. Business Hours Policy

Karma's Kreations Artistry has business hours from Monday-Tuesday, Thursday-Friday from 9 a.m. to 7 p.m. and Saturday-Sunday from 9 a.m. to 6 p.m. <u>WEDNESDAYS ARE CLOSED</u> for any makeup sessions. If you wish to book anytime prior to the set times for open business hours, you must pay the Early Morning fee of \$50. <u>NO EXCEPTIONS!</u>

d. Early A.M. Appointments:

If you wish to book your appointment prior to 9 a.m. on Monday, Tuesday, Thursday, and Friday, prior to 9 a.m. on Saturday or Sunday, there will be a \$50 fee. NO APPOINTMENTS WILL BE ACCEPTED AFTER 7 P.M. ON WEEKDAYS AND 6 P.M. ON WEEKENDS. WEDNESDAYS ARE CLOSED FOR BOOKINGS. Please contact the artist at karmaskreationsartistry@gmail.com to inquire.

e. Same Day Bookings

Karma's Kreations prefers all bookings to be made within 48 hours' notice. Karma's Kreations does not allow same day bookings. If you make your booking within the 12-hour time frame of your session start time, you will be required to pay the cancellation fee if you cancel within that time frame. Please be aware that if you make a booking on the day of your event, your deposit will not be refunded and you will be charged an extra \$30 fee for booking on the same day as your event. Your appointment will run the risk of being cancelled and a cancellation fee being charged if all necessary requirements are not completed (consultation form and booking) within enough time.

f. Changes, Adjustments, & Deadlines

For all bookings, if you wish to add or remove persons, add-ons, adjust/change addresses, or make any other changes to your booking, you have until ONE (1) WEEK prior to your appointment to make any changes. Outside of this window, all customers are eligible to make up to TWO (2) changes to their booking before an adjustment fee is required to make any further adjustments or changes; thus meaning, the artist will only send up to ONE (1) EXTRA INVOICE via email. This is because too many changes can cause confusion for the artist and for the customer. A confirmation text will be sent the day before your appointment (within the 24-hour window) to confirm the address and that the client agrees to the terms and conditions of their session. Please be sure to agree to this text so that you understand the requirements in place for a successful session.



***PLEASE BE AWARE: If you wish to make any change within the ONE (1) WEEK time frame prior to your appointment, you must immediately incur a \$20 adjustment fee.

Any changes made within the week prior to your appointment will be declined without the \$20 adjustment fee. All adjustment fees can be sent to Karma's Kreations Artistry CashApp (\$yemojan). Please make sure that all persons that have agreed to get their makeup done, are willing and able to go through with getting their makeup done. Any change will result in the pricing being adjusted and too many invoices sent will cause confusion.

2. Face-to-Face Consultations and Pre-Event Makeup Trials

All sessions with Karma's Kreations require a consultation form to be completed online prior to the said date requested. The online consultation form is completed and submitted through Google Forms.

Please note that a face-to-face consultation request can only be made through email at karmaskreationsartistry@gmail.com OR via phone, not over any other form of communication. Karma's Kreations offers in-person consultations for any persons living in the DC, MARYLAND, AND VIRGINIA areas and over-the-phone consultations. Karma's Kreations will not accept booking requests or pre-event makeup trials if you have not completed the consultation form online and received a price quote first! All consultations require the travel fee to be paid for the artist to arrive for a face-to-face consultation. Please be sure to notify the artist of ANY and ALL add-ons that you would like for the day of your event. Failure to do so can result in future issues with your session.

All Pre-Event makeup trials are at a \$75.00 cost + the amount of the travel fee w/\$15 deposit required. During consultations, you may be required to send a photo of whomever is receiving services. Photos should be recent, clear, and preferably should be taken in front of some form of sunlight or natural lighting. All face-to-face consultations and pre-event makeup trials require a deposit that is part of your total price and will be deducted once booking and the consultation form has been completed.

***PLEASE BE AWARE: Pre-Event makeup trials are to be STRICTLY booked on a day that does not include an event that is occurring for you; meaning, if you book a pre-event makeup trial on the day that you have a wedding, photoshoot, video shoot, TV production, interview, special occasion, or ANY other event, you will instead be charged the amount of the event type makeup PLUS a \$35 fee. Trials are meant to be samples of the actual makeup session. Lashes are NOT included and will NOT be applied whatsoever. Trials also allow for



error to occur so that any necessary changes can be made for the day of your event. <u>PLEASE DO NOT BOOK A TRIAL ON THE DAY THAT YOU HAVE YOUR EVENT. STRICTLY ENFORCED; NO EXCEPTIONS!!!</u>

After a Pre-Event Trial has been conducted, it is encouraged that the client notifies the artist within 2-3 business days of their interest to move forward with booking their session for their event date. Please note, Karma's Kreations Artistry is NOT responsible if another client books your same date and time. If you are interested in following through with your booking for your event date, please let the artist know as soon as possible so as to secure your booking if you wish to move forward. If the client has not reached out to the artist after 2 business days, a reminder will be sent to the client to inquire interest.

3. Cancellation Policy/No-Call No-Show

All bookings, makeup trials, and consultations require a minimum of 48 hours' notice prior to the booking date to cancel a session without having to incur the cancellation fee. If you cancel within the 24-hour time frame prior to your appointment, the client must incur a \$50 cancellation fee that will be charged to the card on file used to pay your deposit. If the client cancels within the 12-hour time frame prior to their appointment, the client must pay 75% of the remaining balance; 100% of the remaining balance for trials and consultations. This fee is due to the inability of finding a replacement client on such short notice. If you do not provide an address, ignore the artist attempting to contact you, do not complete the consultation form, or do not agree to the confirmation text prior to the day of your event, your appointment will be cancelled and you run the risk of having 75% of your remaining balance charged to the card on file. No-call No shows are UNACCEPTABLE and can result in a ban from any future makeup sessions with Karma's Kreations, as well as 75% of your remaining balance being charged to the card on file. For trials and face-to-face consultations, 100% of the remaining balance will be charged to the card on file.

In the event of a family emergency, unexpected event cancellations/postponements, or extreme weather conditions, the customer is eligible for <u>ONE</u> rescheduling for a new date and time. The deposit will not need to be paid twice for the first rescheduling. If the client decides to cancel and it is within the <u>24-hour time</u> frame prior to their appointment, the cancellation fee (\$50) will be charged. If the client decides to reschedule for a second time under the same appointment, <u>the deposit will be voided and will need to be paid again to secure the appointment</u>. It is recommended that if a client needs to reschedule for the first time, that they make sure that their new date and time is secured before requesting a



reschedule adjustment from the artist so as to avoid any additional fees. <u>NO EXCEPTIONS</u>; <u>WILL BE STRICTLY ENFORCED!</u>

4. Payment Policy

Upon immediate completion of any makeup or beauty service by Karma's Kreations, you will be required to immediately pay the total amount calculated on your consultation form in full of the form of payment you have chosen, before the artist leaves your location.

Karma's Kreations does NOT allow:

- half payments once a service is complete.
- late payments once the service is finished.
- split payments among different persons within a group session.
- clients to pay their total in full during bookings.

***Please be aware that if you choose to pay your total in full prior to your session date instead of waiting until the service is complete and you have to cancel your appointment, you will NOT receive a refund on either the deposit or payment. It is preferred and encouraged for clients to make their payment AFTER the service has been completed to ensure an equal exchange of services for payment. You may reschedule your appointment if you have to cancel said date, but you must immediately provide a new date and time for the artist if you wish to reschedule. Keep in mind that cancelling any appointment within 24 hours prior to the session start time, whether paid for in advance or not, will result in a cancellation fee; NO EXCEPTIONS!!!

All final payments must be made by the completion of the session before the artist leaves the venue/location. Immediate payment is required once your session is over. NO EXCEPTIONS!!! With your signature on the bottom of the physical and online consultation forms/agreements, if you fail to pay the full amount of said service, Karma's Kreations reserves the right to take legal action to obtain the necessary fees and/or charge the card on file (used to pay the deposit) to obtain those funds immediately.

***PLEASE NOTE: For all wedding parties of 3 or more people and bridal events that Karma's Kreations provides services for, 50% of the remaining balance must be received when the artist arrives and the other 50% must be paid prior to the artists' departure. NO EXCEPTIONS!! If full payment is not received for any special occasion, wedding, photoshoot/TV production, or any other event by the time the artist has to leave the location, the client runs the risk of having the card on file, that was used to pay their deposit, charged for the remaining



amount! Karma's Kreations will NOT be liable for any overdraft fees that may be charged to your account in the event that your card is charged for the remaining balance.

a. Invoices and Receipts

Once your consultation form, booking, and deposit has been completed, you will receive an invoice via email for the remainder of payment due on the day of the event after the session is completed. Please take the time out to read/view your invoice so you are aware of how much the remaining balance is. If any services are added or removed during the session, the remaining balance will be adjusted, but <u>NOT WITH THE DISCOUNT;</u> meaning, the total price will not be recalculated with the discount, any additional services will simply be added/reduced to the total price given on the invoice.

For all credit/debit cards (Square), PayPal, CashApp, Venmo, and Apple Pay transactions, there will be an added transaction fee along with the amount requested for said service provided by Karma's Kreations. Please be aware that if you choose any of these methods, you will be required to pay this transaction fee. Please view the Payment and Fees chart at www.karmaskreations.com/pricing. Karma's Kreations is not responsible or liable for paying this fee on your behalf. A receipt of your transaction may be provided if you use the credit/debit card (POS) method or PayPal.

b. Payment Options

Karma's Kreations allows a variety of payment options to allow more flexibility for payment of beauty services. The following payment options include:

- Cash
- PayPal (requires transaction fee)
- Square (Credit/Debit Card) (requires transaction fee)
- CashApp (requires transaction fee)
- Venmo (requires transaction fee)
- Apple Pay (requires transaction fee)
- Zelle

***PLEASE NOTE: Karma's Kreations NO LONGER ACCEPTS CHECKS!! Please be sure to pay your amount in full with any other form of payment listed. Checks will no longer be accepted as a form of payment.



c. Split Payment Policy

If you choose to have the individuals in your group/party pay for their own makeup services separately, Karma's Kreations requires that their payment be collected by the person who is responsible for making the booking and signs the physical and online consultation forms. The person who has their name signed on the consultation forms will be required to send/give payment to the artist for all services made. Karma's Kreations does NOT allow split payments. This method can create confusion for the artist which can result in the wrong payment being charged upon the customer and any missing payment being charged to the card on file that was used for the deposit. If any issues or discrepancies occur, Karma's Kreations will be unable to track any other individuals whose contact information and signature is not involved on the consultation form. Failure to not follow this method can result in legal action being brought upon the client to obtain the necessary funds.

d. Deposits Policy

Deposits are required when you book through the Acuity Scheduling calendar. Sending your deposit through any other payment method besides Square via my Acuity Scheduling calendar can result in a cancellation of your booking and a cancellation fee being charged. All deposits for bookings are \$25.00 + transaction fee and all trials and face-to-face consultations are \$15.00 + transaction fees through Square. Karma's Kreations will NOT accept any appointments via booking unless the deposit has been paid and will not incur the transaction fee for deposits. Deposits are a part of your total price. Once the booking has been made, the \$25.00 or \$15.00 deposit (not including the transaction fee) will be deducted from your total price. Pre-Event makeup trials and face-to-face consultations require a deposit now to submit. ***DEPOSITS ARE NON-REFUNDABLE AND NON-TRANSFERABLE! NO EXCEPTIONS!!!

5. Discounts and Referral Program Policy

Karma's Kreations is about providing high quality beauty services, without breaking the bank. We may provide discounts during certain time frames, and will notify any new or existing clients of new promotional deals and discounts. Any discount offered may only be used for one person during their first event with Karma's Kreations. The discount will automatically be applied during price calculation and the client will be notified of the change via invoice. Karma's Kreations reserves the right to cease the continuation of any promotional event. Any other promotional events/deals may only be used once by any new or recurring clients if applicable. Any promotional deals may not be combined with others. Any promotional deals may not be duplicated under the same person or household (2 or more persons).



Karma's Kreations Referral Program is based on any current or returning client that has previously booked with Karma's Kreations before will receive 5% off on their next booking for every person they refer to Karma's Kreations. Any referred clients MUST book and have their appointment with Karma's Kreations for the discount to be valid. Please be sure to let the people you referred know to notify the artist that they were referred by a previous client for the discount to apply.

(e.g. If a past client refers to 10 people and those 10 people notify us of the past client's referral to Karma's Kreations, book with Karma's Kreations, and have their session prior to the next booking for that past client, then that client will receive 50% off on their next booking.)

a. eGift Cards Policy:

All eGift cards purchased through Karma's Kreations Artistry are meant to only be applied for makeup services provided by Karma's Kreations Artistry. Gift cards are NON-TRANSFERABLE, NON-REFUNDABLE, and are RELOADABLE. Gift cards are currently not available in plastic/tangible format. Gift cards can be purchased by visiting www.karmaskreations.com/discounts-egiftcard, OR through contacting the artist. All gift cards have a minimum load amount of \$10 and a maximum load amount of \$1000. The eGift card default options are \$10, \$25, \$50, or \$100. There is no expiration date on gift cards purchased for Karma's Kreations Artistry. Gift cards can only be used on BASE PRICES of a particular service. The gift card does NOT apply to deposits, travel fee, add-ons (lashes, glitter, touch-ups, tattoo/scar covering, etc.), and fees charged (early morning, late fee, cancellation fee, etc.) If you would like to know the balance on your card, please visit www.karmaskreations.com/discounts-egiftcard or notify the artist. ***PLEASE NOTE: Gift cards may NOT be used in conjunction with discounts offered by Karma's Kreations; meaning if you wish to use a gift card on your order, you forego the opportunity to take part in any applicable discounts. All amounts used on the gift card will be outlined on the Invoice sent after booking, showing the amount charged to the gift card and how much is left on that card.

6. Travel and Parking Policy

***PLEASE NOTE: THE ARTIST WILL ALWAYS ARRIVE WITHIN 10-15 MINUTES PRIOR TO EVERY SESSION TO PREP AND SET UP EQUIPMENT AT DESIGNATED LOCATION!

Please be prepared to accept the arrival of the artist within this time frame to expedite the process of your session. Due to Karma's Kreations being a travel-based MUA business, there will be travel fees that will occur depending on your location. Travel fees vary



based on the time (one-way) it takes to get to your destination. Please view the travel fee pricing here.

If the pro is traveling to the location of a hotel or other venue with no public parking available, the client MUST incur the cost of valet, street, or private parking. This is due to the amount of equipment that must be brought in for the completion of the service. If you cannot incur the valet, street, or private parking cost, your appointment will be cancelled and the cancellation fee (\$50 fee if within 24-hour time frame; 75% of the remaining balance if within 12-hour time frame prior to appointment) will be incurred on the client's card on file.

In the event that the artist does allow a client to come to her location, the client is required to <u>ONLY BRING THEMSELVES AND/OR ANY PERSONS THAT WILL BE WORKED ON.</u> No other persons/pets are allowed to be brought to the session (this includes babies and children). If the client brings any extra persons/pets to their session at the artist's location, they will incur a <u>\$25/person or pet fee</u> to their overall total. This applies to consultations, pre-event makeup trials, and makeup sessions. <u>\$TRICTLY ENFORCED WITH NO EXCEPTIONS!!!</u>

a. Day-of or Night-of Touch-ups Policy

If the client requests Day-of or Night-of touch-ups (only applicable for weddings, fashion/theatre and photoshoot/tv production events ONLY) and the artist has to travel to a separate location from the original location, the client must incur an additional travel fee based on mileage one-way as well as the flat rate touch-ups fee of \$30. If the client requires that the artist stay an extended amount of time at the venue to apply touch-ups throughout the event, there will be an additional \$25 for every 30 minutes that the artist must stay for the duration of that event to apply touch-ups. Failure to take on this additional fee will result in cancellation of your appointment and a cancellation fee being charged to the card on file.

If you would like to purchase a touch-up bag, please choose that option under "Add-ons" when completing your online consultation form and booking. Touch-up bags are \$40 per person. For large parties, please notify the artist at least <u>3 WEEKS PRIOR</u> to the event date for how many persons will need a touch-up bag so that supplies may be purchased and shipped.

b. Airfare and Lodging Accommodations

All costs for travel to a secured and booked event outside of the DC, MARYLAND, AND NORTHERN VIRGINIA area are to be paid by the client. Costs may include, but are not limited to: airfare, gas, hotel/lodging, transportation, parking, tolls, taxes, service incidentals, and per diem.



c. Service Location Requirements

To provide a flawless and professional experience, Karma's Kreations requires a set-up table/work area with ample enough space made available for the makeup artist to work on. A working electrical outlet is also required for the artist, as lighting equipment will be used. Preferably an area with natural lighting is appreciated if available.

d. Weather Conditions

It is recommended that the client checks the weather prior to scheduling their appointment. In the event of extreme weather conditions (including but not subject to rain, snow, sleet, freezing rain, icy roads, blizzard, thunderstorm, flooding, etc.) the artist reserves the right to cancel any appointment. The customer will be notified the day prior to their appointment of any possible extreme weather conditions and will be given the option to reschedule their appointment for another date or event of their choosing without having to pay the deposit again or cancellation fee. All pending reschedulings are eligible up to a year; meaning, all clients have until a year to utilize their rescheduling for a new date within the year before the deposit becomes void and must be paid again to secure a new appointment.

7. Personal Information and Sensitivities Statement

Karma's Kreations requires information on whether a client has allergies, sensitives, or any other dermal issue during consultations and on the consultation form. Products used on clients are hypo-allergenic and non-comedogenic. In no event shall Karma's Kreations have any liability for incidental, or consequential damages based on makeup application and products used however characterized (eczema, sensitive skin, eyes, burning, redness, flaking, swelling, rashes, etc.) If there is a product you prefer to use, Karma's Kreations is not responsible for how it is applied onto your skin; meaning but not subject to the wrong shade, allergic reaction, breakout, welts, redness, flaking, burning, etc. In certain cases, a sample of products used may be tested on the skin as a test patch to monitor any reactions prior to application. ***By signing and agreeing to these terms of service, you are waiving your right to hold Karma's Kreations Artistry liable for any such incidents as listed above, acknowledging that there is a risk that you are willing to take on to receive makeup services by Karma's Kreations Artistry, and in no way will hold Karma's Kreations Artistry, its owners, employees, affiliates, and agents liable in case of such risk.***

8. Photography/Videography/Audio Disclosure Statement



Karma's Kreations and its owners, employees, affiliates, and agents reserve the right to take photographic, audio, or film records of any make-up sessions or applications for marketing, promotion, and/or commercial purposes. Client(s) agree to release any and all claims regarding use of his/her/their image for the purposes listed above. Client(s) also agree to release the name and contact information of professional photographer/videographer service providers used for recording any event for which the artist has been hired and contracted to do makeup. Client(s) also agree to release to Karma's Kreations Artistry use of said photographer/videographer's photographs and recordings if requested by the artist. The signed agreement serves as a release to client(s) photographer/videographer and authorizes them to release to Karma's Kreations Artistry and its owners, affiliates, employees, and agents any photographs/recordings to use on any promotional materials Karma's Kreations Artistry deems necessary and applicable.

On behalf of your signature provided on the consultation form/agreement, you are agreeing to this statement on behalf of yourself and any other persons under your scheduled session being serviced by Karma's Kreations and that you are allowing Karma's Kreations to use any such photographs for the reasons stated above on any social media, online, or physical platforms. If you would prefer to not have your photos posted, please notify the artist ahead of time.

9. Makeup Sessions Policy

When booking your session with Karma's Kreations, it is imperative that you allow enough time for every person in the group to be worked on without rushing. The artist will provide a time based on the number of people needing to be worked on and at what time the client and group needs to be finished by. If the client chooses to pick a time frame that will result in a makeup application per person being rushed or persons being skipped, Karma's Kreations will not be held responsible for the tardiness of the client and group to the event and has the right to cancel or refuse servicing that client for that event. Please do not expect the artist to rush through the persons in your group if the appropriate time frame was not chosen during booking and consultation, and/or if the client shows up late to the venue or location.

Prior to any makeup session, clients are required to come to the session with a washed face and to have applied a moisturizer and any other necessary skin care products that they normally use on their skin. Necessary skin prep and primer will be applied on the client based on skin type.



For every makeup session and to provide a high quality and relaxing experience, the artist is subject to bringing a ring light, chair, DSLR camera, and makeup equipment. Please note that any damage to this equipment during a session with the client will be charged on the client. Please let any visitors and other service providers know that if they touch and break any of the artist's equipment that it will be charged on the client. Please make sure that any younger children and pets stay away from the artist station to prevent any damage to the equipment.

All makeup sessions are expected to have the client present and ready to be serviced immediately when the artist arrives. It is encouraged to choose a time where you can accept the immediate arrival of the artist and are ready to be worked on. If you plan on getting your hair styled prior to your makeup session, please make sure the time frame for that does not interfere with the scheduled time for your makeup session. The artist will also not perform any makeup services while the client is being serviced by another provider (e.g. hairstyling, nail services, brow/ lash services, etc).

***IMPORTANT NOTE!: During makeup sessions, all clients are required to let any photography service providers know that they will be unable to intrude, disturb, or touch the make-up artists work station, artist, or client while a session is underway. This creates a delay in the work that needs to be done and could result in equipment damage if not handled properly. All clients are required to let photographers know that the makeup artist station is NOT meant as a photography background or set up. Photographers are free to take photo and film, but are NOT under any circumstances allowed to touch the artists' equipment or direct the artist or client to pose while the artist is working. By not notifying the photographer of this rule in advance, it could result in further fees being charged upon the client.

a. Tardiness Policy

***PLEASE BE AWARE: A tardiness fee of \$10 for every 10 minutes of delay after the client's appointment time has started will be charged. If the client ends up running more than 45 minutes late to their session, or has the artist wait while another service provider works on them during the scheduled time frame chosen for the make-up artist, the appointment will be cancelled and 75% of the remaining balance will be charged to the card on file. For trials, a delay of 45 minutes or more will result in the cancellation of your trial and 100% of your remaining balance being charged to the card on file. This is due to the delay that will be created for other appointments scheduled afterwards and could create a severe time conflict. This will be STRICTLY ENFORCED with NO EXCEPTIONS; PLEASE BE AWARE!



(e.g. If you are 10 minutes late for example, you must pay the \$10 fee; if you are 30 minutes late, you will have a fee of \$30 that will be charged, and so on. If you end up being 70 minutes late for example, your appointment will be cancelled and your card on file used for the deposit will be charged 75% of your remaining balance. Karma's Kreations is not liable for overdraft fees and will take legal action to obtain required fees if payment does not go through.)

In the event that the artist is tardy due to traffic, extreme weather conditions, emergency, etc., the client(s) will be immediately notified and a discount will be offered or an option to reschedule.

b. Client Product Use

For makeup sessions, clients can use their own products during the session. You will be asked during your consultation what products you currently use and if you would like to use them. If you do state that there is a product you would like to use during your session, you will be responsible for bringing it. Karma's Kreations will not be held responsible if you forget to bring your products to the session and will also not be held responsible if you forget your makeup products at the venue or location. Your foundation shades and concealer (highlight and contour) shades will be recorded on your consultation form for current and future sessions and will be held on file. If you would like to know your shades, please email karmaskreationsartistry@gmail.com. If you as the client decide that you want the artist to use your products, it does NOT equate to receiving a discount or a lesser price. This applies to lashes that the client may bring as well.

c. Additional Services Policy

Karma's Kreations is not licensed in threading or waxing and will not perform any of those services during your session. Clients are also required to have their brows, lip, or any other area on the face shaved, threaded, or waxed, prior to their appointment. Karma's Kreations is also not licensed in hair-styling and does not provide airbrushing services and will not perform either of those services during a session. If the client does seek a professional to do either of those services, Karma's Kreations can refer the client to a trusted professional who is licensed in those areas, but is not liable for the quality of service that that professional will provide.

d. Add-ons Provided



Karma's Kreations provides a variety of add-on services that result in an additional cost. Some services are per person while others are not. The following add-ons that Karma's Kreations provides are:

- Lash Application (\$10/person)
- Glitter Application(\$5/person)
- Face Rhinestone/Pearl Application (\$7/person)
- Halloween/Extreme Make-Up Application (\$30/person) (ONLY for special occasion and photography/tv production services)
- Day-of or Night-of Touch-ups (\$30 + travel fee if venue changes from original)(ONLY for weddings, fashion/theatre and photography/tv production services)
- Tattoo or Scar Covering (\$15/person)
- Touch-up Bag (\$40/person)

For any and all lash applications, whether the client brings their own pair of lashes or requests to use the lashes that the artist provides, there will be a \$10 fee for the application of lashes on the client. Karma's Kreations is not responsible for any allergic reactions or breakouts caused by the glue used to apply the lashes. If you are allergic to latex, please let the artist know ahead of time.

e. Partial Makeup Application Policy

If requested ahead of time, Karma's Kreations can provide a partial makeup application for a fee. The client creating the booking request can not book for a partial makeup application.

All persons requesting a partial makeup application must be included within the group that the client creates during the consultation form. Any outside persons requesting to have any services completed will not be serviced on unless the client agrees or requests it. Any partial face makeup application persons will be serviced after all full face makeup clients have been serviced. Please keep in mind that discounts can not be used on ANY partial makeup application services. Karma's Kreations Artistry will NOT provide any partial makeup on 2 or less persons; groups of 3 or more persons can request partial makeup. If Partial makeup is the ONLY thing requested for a group of 3 or more and nobody requests a full face application in said group, there will be an additional \$30 fee added to the overall cost.

Partial makeup application prices include:

Face: \$50 (includes foundation, highlight, contour, and blush application)



- Brows: \$30 (includes shaping, fill-in, and sculpting of brows)
- Lips: \$5 (includes lining of lips and application of lipstick or lipgloss products)
- Eyes: \$35 (includes eyeshadow, glitter, mascara, and eyeliner application)
- Lashes: \$10 (includes application of strip lashes only. Individual lash application is NOT offered by Karma's Kreations.)

f. Karma's Kreations Artistry Touch-up Bags

Touch-up bags are available for purchase prior to makeup sessions. This is optional to buy and is meant for clients who would like to touch up for their event using products that the artist has used during the session. PLEASE NOTE: All large party touch-up bag requests must be inquired through the artist to ensure all necessary supplies are available for each bag; e.g. if you have a large party of 3 or more people, please notify the artist up to 3 WEEKS PRIOR TO YOUR SESSION of how many persons will need a touch-up bag. This allows the artist to purchase the products and receive them through shipping. All touch-up bags will be \$40 each and will include a pouch, small kabuki brush w/setting powder inside, clear gloss, bobby pins, scrunchie, compact mirror, mascara, makeup remover wipes, blotting sheets, and the Karma's Kreations business card. If you would like to purchase a specific lip color or lip liner that was used on you during the session to use for touch-ups later, please notify the artist ahead of time so a new bottle/pencil can be purchased for you and reflected in your price. Items used by the artist are not for individual sale and cannot be purchased during a session. This option for touch-up bags can be chosen on the online consultation form under the "Add-ons" section.

10. Virtual & In-Person Makeup Lessons Policy

Karma's Kreations now offers virtual and in-person makeup lessons. Clients will have the option to choose if they wish to conduct their makeup lesson session virtually via ZOOM or in-person. For in-person lessons, clients will be able to choose if they wish to come to the artist's location or if they require for the artist to come to their location. Please keep in mind: if the artist must come to the client's location, there will be a travel fee attached to the total price.

To book for a makeup lesson, you must complete the consultation form and booking link meant for it. Please keep in mind that both must be completed to secure your appointment. If either one is not completed by the day prior to your appointment, it will be cancelled. Once the appointment has been fully secured and the deposit has been accepted, the client will receive a preparation list that they can follow to purchase items for their own makeup kit. If



you wish to have the artist create a kit for you, it will be a total of \$675 + Base price for lesson + travel fee.

To prepare for a makeup lesson, it is recommended that the client bring or utilize their own products so that they know what to use once the lesson is over and they are on their own. If the client needs to use the artist's products during the session, there will be a \$30 fee accompanied with the in-person lesson.

Each makeup lesson lasts one (1) hour and goes for a base price of \$80/hour. If the client wishes to extend the time of the lesson, it will be an extra \$20/10 minutes. (e.g. if the makeup lesson lasts 1 hour and 5 minutes, there will be a base total of \$90). Please keep in mind, no discounts or promotions will apply to lessons as they are the set price.

During a makeup lesson we may cover as follows:

- Foundation techniques & proper matching
- Proper Eyeshadow application (soft vs bold)
- Basic Color Theory and Balance
- Undertone Study
- Lash Application
- Highlighting and Contouring techniques
- Skin prep techniques
- Brow technique
- Blending technique
- Color correction technique

<u>PLEASE NOTE: The Tardiness and Cancellation Policies do apply to both virtual and in-person makeup lessons. Please be advised that they will be followed strictly.</u>

11. Hairstyling and Makeup Package Policy

As of December 20, 2020, Karma's Kreations Artistry has partnered with <u>Enigmatic Styles</u> to now offer hairstyling services with makeup services for any occasion or event. Both parties will offer services for up to 10 persons. To view the pricing for Hair and Makeup, please click here >>>Hair and Makeup.

These Terms of Service covers Enigmatic Styles as an affiliate of Karma's Kreations Artistry. If customers wish to book only hairstyling services, they must contact Enigmatic Styles separately. When booking hair and makeup, it is required that clients secure their bookings



with Karma's Kreations Artistry and then contact Enigmatic Styles to confirm any details that the hairstylist may need to be prepared for your appointment.

***PLEASE NOTE: YOUR BOOKING IS NOT SECURED IF YOU HAVE NOT COMPLETED KARMA'S KREATIONS ARTISTRY'S CONSULTATION FORM, BOOKING, DEPOSIT, AND CONTACTED ENIGMATIC STYLES.

Any discounts or promotions that are offered by either business, are not applicable to the total price given for hair and makeup services. The prices that you receive have been calculated to compensate each service provider and accommodate our necessities. The price will only change if you wish to request an add-on that is NOT included in the price. The price you receive will always cover: <u>lashes, travel fee, base price, hairstyling services, and selected amount of hair accessories for all persons involved</u>. This price does NOT include parking fees in the event that both artist and stylist must arrive at a location that does not have free public parking. Keep in mind, equipment must be unloaded safely.

At the completion of every session, remaining payment must be completed for both the artist and the stylist. It is preferred that the makeup artist and hairstylist are paid <u>SEPARATELY!</u> Any price you receive can be split down the middle and compensate each service provider. The Payment Policy, Deposit Policy, and Booking Requests Policy still stands for any session booked. In the event that a service provider is not compensated, Karma's Kreations Artistry has the right to obtain funds through legal matters and/or the card on file used for the deposit will be charged to compensate either provider.

When booking your appointment, please be cognizant of the time frame that it will take for each service provider to accomplish their task for you. It is recommended that you book the hairstylist <u>BEFORE</u> the makeup artist; meaning for example, if you have to leave your location by 3pm, it is recommended that you request the hairstylist to arrive at 12 and the makeup artist arrive at 1pm with an extra hour to allow you to get ready and leave out at an appropriate time. If you book both the makeup artist and hairstylist at the same time frame, you may run the risk of having your appointment cancelled. Please be aware!

If you have any questions or concerns about makeup or hair application, please contact the makeup artist at karmaskreationsartistry@gmail.com OR the hairstylist at enigmaticstyles2015@gmail.com.



12. Karma's Kreations Artistry Press-on Nails

As of recently, Karmas Kreations will be selling custom press-on nails that can be found on the website at www.karmaskreations.com/shop. All custom orders must be placed via email karmaskreationsartistry@gmail.com. When sending a custom order, please include:

- Style (coffin, stiletto, almond, etc.)
- Design
- Reference pictures
- <u>Length</u>
- Nail/size (S,M,L,XL) or specific nail measurements

The styles shown on the site are known as "READY-TO-SHIP" and are created in a default size of Medium (M). If you would like a style shown on the site but in a different size or you need to place a rush order, please email <u>karmaskreationsartistry@gmail.com</u>.

a. Refund & Return Policy

We accept cancellations of READY-TO-SHIP products within 48 hours of purchase. Email at karmaskreationsartistry@gmail.com. Returning products should be due to the wrong size. Please be sure to view the pictures and the product description and info before purchasing ready-to-ship products from the website.

Any custom products CAN NOT be returned. Therefore you need to be certain that any different variations occurring between the actual color, and the representation on the website, will be acceptable. Please be sure to order right size as we do not take any responsibility if the wrong size nails are ordered. To view the nail size guide, please view in the gallery of the product photos.

b. Shipping Policy

Please be patient when it comes to the processing, creation, and shipping of your order. Once your order has been shipped, you will receive a confirmation email. If for any reason you do not receive one, please check your spam folder and refresh. If you still have not received one, please email karmaskreationsartistry@gmail.com to request your tracking number. If for any reason there is a delay on your order, we will notify you immediately via email. Please refrain



from contacting if you have not waited the entire designated time for your nails to be created, processed, and shipped accordingly.

CREATION TIME:

All nail sets usually take up to 1-2 days to complete. Please allow up to 1 week for your order to be created, as other orders are placed and an influx of orders may cause a delay.

SHIPPING TIME:

We are located in the DMV (Maryland) and we ship all orders with USPS within U. S. Territories/States.

US First Class Mails- 3-8 days

US Priority Mails- 2-3 days

International First Class Mails- 2-3 weeks

International Express Mails- 3-4 days

International Customs and import taxes: Buyers are responsible for any customs and import taxes that may apply. Karma's Kreations Artistry is not responsible for delays due to customs.

PROCESS TIME:

All nails are 100% custom (except for the Ready-to-ship sets and nail accessories), and handmade to order and our normal process time is 2-4 weeks. If you need it faster, we offer the "Rush Order" option which will expedite your order to 1 week instead of 2-4 weeks. If you need it by a certain date, please send us a message to let us know or email karmaskreationsartistry@gmail.com.

c. Privacy Policy

- <u>Comments:</u> When visitors leave comments on the site we collect the data shown in the comments form, and also the visitor's IP address and browser user agent string to help spam detection.
- Media: If you upload images to the website, you should avoid uploading images with embedded location data (EXIF GPS) included. Visitors to the website can download and extract any location data from images on the website.
- <u>Cookies:</u> If you leave a comment on our site you may opt-in to saving your name, email address and website in cookies. These are for your convenience so that you do



not have to fill in your details again when you leave another comment. These cookies will last for one year.

If you have an account and you log in to this site, we will set a temporary cookie to determine if your browser accepts cookies. This cookie contains no personal data and is discarded when you close your browser.

When you log in, we will also set up several cookies to save your login information and your screen display choices. Login cookies last for two days, and screen options cookies last for a year. If you select "Remember Me", your login will persist for two weeks. If you log out of your account, the login cookies will be removed.

If you edit or publish an article, an additional cookie will be saved in your browser. This cookie includes no personal data and simply indicates the post ID of the article you just edited. It expires after 1 day.

• <u>Embedded content from other websites:</u> Articles on this site may include embedded content (e.g. videos, images, articles, etc.). Embedded content from other websites behaves in the exact same way as if the visitor has visited the other website.

These websites may collect data about you, use cookies, embed additional third-party tracking, and monitor your interaction with that embedded content, including tracking your interaction with the embedded content if you have an account and are logged in to that website.

• Analytics: If you leave a comment, the comment and its metadata are retained indefinitely. This is so we can recognize and approve any follow-up comments automatically instead of holding them in a moderation queue.

For users that register on our website (if any), we also store the personal information they provide in their user profile. All users can see, edit, or delete their personal information at any time (except they cannot change their username). Website administrators can also see and edit that information.

• What rights you have over your data: If you have an account on this site, or have left comments, you can request to receive an exported file of the personal data we hold about you, including any data you have provided to us. You can also request that we erase any personal data we hold about you. This does not include any data we are obliged to keep for administrative, legal, or security purposes.



• <u>Visitor comments may be checked through an automated spam detection service.</u>

13. Severability

If any provision(s) of these Terms of Service shall be held to be invalid, illegal, unenforceable, or in conflict with any of the law(s) of any jurisdiction, the validity, legality, and enforceability, of the remaining provisions shall not in any way be affected or impaired thereby.

***Please note that if you do not agree to these terms of service, pay the mandatory deposit, and/or sign the bottom of your consultation form/agreement, Karma's Kreations Artistry, its owners, agents, affiliates, and/or employees, will NOT complete said service for you.

Thank You for choosing Karma's Kreations Artistry!

Any copying, distribution, or tampering with any documentation created under Karma's Kreations Artistry will result in legal actions being brought upon.

Updated: 02/14/2021