

# Dolce Vita Day Spa

## Spa Party Contract

### Contact Information:

Host/Hostess: \_\_\_\_\_ Today's Date: \_\_\_\_\_  
Street: \_\_\_\_\_ City, \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_  
Phone: \_\_\_\_\_  
Email Address: \_\_\_\_\_

### Event Information:

Date of Event: \_\_\_\_\_ Event Start Time: \_\_\_\_\_ Event End Time: \_\_\_\_\_  
Number of Guests: \_\_\_\_\_

### This contract is a binding agreement for service between the Host/Hostess and Dolce Vita Day Spa, Inc.

- \* Dolce Vita Day Spa, Inc. must receive all names of guests and treatment choices listed on the guest list page of this contract no later than 7 days prior to reservation. This information is imperative in determining how many therapists will be required for your event's needs.
- \* Guests should arrive 15 minutes prior to the start of treatments to fill out registration forms, relax and get changed into robes and slippers, if necessary.
- \* Treatments will begin promptly at the time indicated above with treatments being done in rotation between guests in the party.
- \* Because our time is reserved specifically for your party, guests arriving late will not be guaranteed full treatment time and hostess will still be responsible for treatments reserved.
- \* A 20% gratuity will be added to services for all parties to cover therapists' tips and spa party room maintenance cost.
- \* The undersigned acknowledge that they are ultimately responsible for all treatments reserved in accordance to our cancellation policy.
- \* Any changes to the number of guests attending and/or the date or time of reservation must be done 7 days prior to date of reservation as indicated above to avoid being charged the full amount of reservation.
- \* The host/hostess will be responsible for and charged the full amount of treatments reserved for any guests not in attendance the day of the reservation. Should any member of the party that we have on the contract not make their appointment, the below signer is still liable for the cost of the contracted services.
- \* In consideration of the risk of injury while participating in any activity at Dolce Vita Day Spa (the "Activity"), and as consideration for the right to participate in the Activity, I hereby, for myself and my guests, knowingly and voluntarily release of liability and hereby waive any and all rights, claims or causes of action of any kind arising out of mine and my guests participation in the Activity, and do hereby release and forever discharge Dolce Vita Day Spa, their affiliates, managers, members, agents and staff, for any physical or psychological injury, that I may suffer as a direct result of my participation in the aforementioned Activity.

### Cancellations

Spa parties larger than 4 people have a 7-day cancellation/reschedule policy. One-half of the total treatments' price will be charged for cancellations and/or changes made within the cancellation window of the appointment time (7 days). No-Shows are charged in full.

**No Shows/Lateness**

In order to effectively accommodate your group, your promptness is required and appreciated. We cannot guarantee to provide full time services for party members arriving more than 30 minutes past the Event Start Time. This is considered a no show/late cancellation. If time allows, the client will have the option of accepting an abbreviated version of the scheduled service at no discount. The host will be charged the full amount for all services booked.

**Payments**

One form of payment is required for the deposit and the final payment – we do not split party payments into separate bills.

The undersigned acknowledges that a deposit in the amount of host’s services value plus 20% gratuity is required to reserve the spa party, and it is due at the time of signing this contract. The deposit is payable by the credit card provided by the host, and it will be kept on our file.

The remaining balance is due one day before the scheduled event, and it will be collected using the credit card we have on file.

**Food and Drinks**

Groups are welcomed and encouraged to bring in food and beverages for their party. Dolce Vita Day Spa is able to supply plastic glasses, paper plates and cutlery. We also have refrigerator, and we can take care of the set up and cleanup for you.

Dolce Vita Day Spa wishes that all guests enjoy themselves in a safe and responsible manner.

**Credit Card Information**

Circle One: Master Card Visa American Express Discover

Card Number: \_\_\_\_\_

Expiration date : \_\_\_\_\_ Card Security Code (SVV): \_\_\_\_\_ Billing Zip Code: \_\_\_\_\_

Name as it appears on card: \_\_\_\_\_

**Total amount due (cost of all requested services plus 20% gratuity): \$ \_\_\_\_\_**

**Payment Schedule**

- **Deposit Payment due at signing the contract:**

\$ \_\_\_\_\_ **Date** \_\_\_\_\_

- **Balance Due on Day of Event**

\$ \_\_\_\_\_ **Date** \_\_\_\_\_

\_\_\_\_\_  
**Signature of client requesting service**

\_\_\_\_\_  
**Signature of spa coordinator accepting request**

By signing this document, the client does agree to terms and conditions of all pages of this contract.

Date of services will be reserved upon receiving the completed, signed and dated contract.

If we are unable to perform this agreement due to fire or other casualty, strike, act of God, or other cause beyond Dolce Vita Day Spa control or of the parties, then Dolce Vita Day Spa shall return the deposit to the client, but shall have no further liability with respect to this agreement.

Please send this contract by email, mail or hand delivery; date will be reserved when the deposit received, date along with contract signed and dated.

**Return this contract to:**

Dolce Vita Day Spa

220 N Cass Ave

Westmont, IL 60559

Email: [contact@dolcevitaorganicdayspa.com](mailto:contact@dolcevitaorganicdayspa.com)

phone# 708-352-1705