



Satori Day Spa Bridal Checklist

6-12 Months Before

- Call 607-266-0130 to check availability
- Read and sign wedding agreement.
<http://satoridayspasalon.com/specialevents.php>
- Email Wedding Coordinator
satorieventcoordinator@yahoo.com
 - First/ last names of guests
 - Services requested by each guest
 - Time and date of event/s
 - Time and date of bridal trial hair and makeup appointments
 - Approve tentative schedule
 - Pay Deposit (half of total cost and tip)

1 Month Before

- Add, drop, adjust appointments
- Full payment due (no refunds may be given after this point)

2 Weeks Before

- Check in with Satori Event Coordinator
- Plan catering
- Request additional appointments