

W E L C O M E T O



GLAMMED®

B E A U T Y P R O G U I D E

Welcome! You have been selected join Glammed Co.'s network of the most elite beauty professionals based on your work ethic, talent and passion. Below are the categories our beauty professionals are divided into. You will make the percentage below of every service your provide through Glammed Co. plus all tips you receive. You will rank higher in the categories based on client reviews, amount of jobs worked and referrals.

1 - EVERYDAY PRO 30%

2 - ELITE PRO 40%

3 - PRESTIGE PRO 50%

You will receive all payment every two weeks on the first and third Friday of every month. You will receive payment through our automatic payment system that you will set up in your initial welcome email. The following show a paid to you example of an elite beauty pro that makes 40% commission, be advised not all beauty pros make 40% commission. This is just an example.

PAID TO YOU EXAMPLE

Breakdown example of an elite pro artist
being compensated 40% of each service plus 20% gratuity.
Our pricing is subject to change and varies based on location

OUR RATES	PAID TO YOU
SERVICE AMOUNT	40% + TIP = TOTAL
MA NY DC LOCATIONS	
BRIDE (DAY OF) \$150.00	\$60.00 + \$30.00 = \$90.00
GUEST (DAY OF) \$100.00	\$40.00 + \$20.00 = \$60.00
BRIDE (TRIAL) \$150.00	\$60.00 + \$30.00 = \$90.00
VA TN FL LOCATIONS	
BRIDE (DAY OF) \$125.00	\$50.00 + \$35.00 = \$75.00
GUEST (DAY OF) \$85.00	\$34.00 + \$17.00 = \$51.00
BRIDE (TRIAL) \$125.00	\$50.00 + \$25.00 = \$75.00

You will receive all booked appointments you are assigned through the email you provided as your artist email from our bookings email "bookings@glammed.co" with the subject "New Booking". Once received, you are ***REQUIRED*** to respond with "CONFIRMED" to confirm you have successfully received the booking. We recommend adding the appointment to your calendar.

You will receive all bookings based on your availability. If changes need to be made to your availability, you must inform us via email immediately and update your availability in your availability calendar in your initial welcome email. If you are booked a date you marked available but then unable to work the job provided on that date, you will receive a demerit point. A total of three demerit points will result in either a six month probation or possible termination. ***See Page Seven**

Please refer all clientele bookings to our direct website at www.glammed.co

Below is an example of the exact email you will receive when you receive a new job.

The screenshot shows an email interface with three message panes. The first pane on the left shows a confirmation message: "Appointment Scheduled for Rachel Snoddy". The middle pane contains the booking details: "The info below is just sent to you as the admin", "Name: Rachel Snoddy", "Phone: (804) 370-0710", "Email: deanemccauley92@gmail.com", "Price: \$300.00", "Paid Online: \$150.00", "Location: 5061 Broadstreet Rd. Louisa, VA 23093", "Add Ons: (2) Bridesmaids Makeup", "Allergy Form, Contract, Terms & Conditions", "I have read and agree to the Allergy Form, Contract, Terms and Conditions above", "Bridal Makeup Intake Form", "What is your role? Bride", "What is your wedding date? 11/02/2019". The right pane shows the appointment details: "Rachel Snoddy: Day of Bridal Makeup + (2) Bridesmaids Makeup (Virginia Location)", "5061 Broadstreet Rd. Louisa, VA 23093", "Saturday, Nov 2, 2019 from 11 AM to 2 PM", and a calendar attachment "Appointment1.ics 3.1 KB".

Appointment Scheduled
for Rachel Snoddy

What Day of Bridal Makeup + (2) Bridesmaids Makeup (Virginia Location)

When Saturday, November 2, 2019 11:00am (3 hours)

Where 5061 Broadstreet Rd. Louisa, VA 23093

Thank you, your appointment has been successfully scheduled.

[Change/Cancel Appointment](#)
[Add to iCal/Outlook Calendar](#)
[Add to Google Calendar](#)

The info below is just sent to you as the admin

Name: Rachel Snoddy
Phone: (804) 370-0710
Email: deanemccauley92@gmail.com
Price: \$300.00
Paid Online: \$150.00

Location
5061 Broadstreet Rd. Louisa, VA 23093

Add Ons
(2) Bridesmaids Makeup

Allergy Form, Contract, Terms & Conditions
I have read and agree to the Allergy Form, Contract, Terms and Conditions above
yes

Bridal Makeup Intake Form
What is your role?
Bride

What is your wedding date?
11/02/2019

What best describes what you're looking for?
Glamorous Makeup (Dramatic)

If you already have a picture of the "look" you would like, please feel free to share with us below!
<https://cdn.filestackcontent.com/T11DM7NrSRyaN3tO6VPu?819BB3B8-A2F4-470E-9331-ED2AEA1B1390.jpeg?image/jpeg>

How did you hear about us?
Facebook

Would you like to join our mailing list to stay up to date on all things bridal as well as beauty discounts?
no

[Unsubscribe](#)

Rachel Snoddy: Day of Bridal Makeup + (2) Bridesmaids Makeup (Virginia Location)
5061 Broadstreet Rd. Louisa, VA 23093
Saturday, Nov 2, 2019 from 11 AM to 2 PM

Alert None

Notes
Client time zone: America/New_York
Name: Rachel Snoddy
Phone: (804) 370-0710
Email: deanemccauley92@gmail.com
Price: \$300.00
Paid Online: \$150.00

Location

Show All Notes

[Add To Calendar](#)

Click the attachment to add to your calendar

You are required to accept the jobs you are assigned based on your availability calendar. You create your own schedule in your availability calendar. You highlight the days you are available and we provide you the bookings based on our client bookings and other artists. We try our best to provide an even number of jobs to each artist in each region. Some months, Specifically wedding season months (May-September) you may receive significantly more bookings.

We understand you may also work for yourself or even others. It is your responsibility to change your availability and inform us of a change in your availability IMMEDIATELY if any changes are made to the availability you provided us. For failure to maintain updated, accurate availability may result in demerit points which may result in termination. You are required to maintain your own kit of professional grade tools and products. We do NOT provide you products or tools. Correct sanitation techniques are REQUIRED, failure to comply will result in immediate termination.

You are required to dress appropriately at your own digression but are required to wear our color, black, when working under our name. Closed toed shoes are preferred but NOT a requirement. All tattoos, piercings and body modifications are permitted.

A L L E R G E N S

Glammed Co. informs all stylists and artists of ALL reported clientele allergens. IT IS THE ARTISTS RESPONSIBILITY TO PLAN ACCORDINGLY TO ACCOMMODATE ANY CLIENTELE ALLERGENS. Failure to do so may result in immediate termination, for safety of our clients and artists is our number one priority.

P R I V A C Y P O L I C Y

Glammed Co. treats all clientele as if they were high profile clientele. All information received from and for Glammed Co. is to NOT be discussed, distributed or shared IN ANYWAY. You will NOT share the location of ANY clientele with ANYONE. Failure to comply with our privacy policy will result in immediate termination. For celebrity clientele - do not in any way have a breach in your professionalism. You are a paid professional for a service, you must act as so. You will not discuss the details of your work at Glammed Co. with ANYONE under ANY circumstances.

While we certainly encourage our artists to grow, we do have rules and general regulations our artists must abide by.

1. Beauty pros permitted to use any and all photographs taken professionally or by the beauty pro. Beauty pros are NOT permitted to watermark these photos in ANY way with their personal brand or business, as we do not watermark as well.
2. Beauty pros MUST credit "Glammed Co." for any and all bookings provided to the beauty pro by our company. (Ex. A post on facebook or instagram can absolutely say makeup by @yourname or any personalized captions preferred, but MUST include booking credit as stated.. "Booking - @Glammed.Co" and must tag us in both the caption AND the picture.
3. Beauty pros are prohibited to discuss what commission percentage each beauty pro makes with ANY other artists, companies in or outside of our company.
4. Beauty pros are prohibited to accept a contract or any kind of job offer through ANYONE THE BEAUTY PRO HAS NETWORKED WITH THROUGH OUR COMPANY. WE ALLOW AND ENCOURAGE BEAUTY PROS TO WORK OUTSIDE JOBS, what we do not allow is meeting a client through our bookings and leaving our company to work for or with a client, we provided to the beauty pro.
5. ALL beauty pros are in contract with our company for 12 MONTHS upon signing your contract.
6. Any reviews on any platforms that SPECIFICALLY state the beauty pros name you ARE PERMITTED for use by the beauty pro for personal use, again with booking credit to our company.
7. While in contract with Glammed Co., you are prohibited to disclose ANY and ALL information about our company, our bookings, our clientele or any additional information regarding our company.
8. Beauty pros are prohibited from slandering Glammed Co. in ANY way or ANY form while in contract and five years after each beauty pros ended contract with our company.
9. Beauty pros are prohibited of ever speaking on behalf of Glammed Co.
10. Glammed Co. is NOT responsible for Beauty Pros' actions. It is up to each artists to decide if they need to maintain a business license per their state and business insurance. Glammed Co is not liable.
11. Beauty pros are prohibited from disclosing their personal business information or outside business information to ANY clientele or booking of or through Glammed Co.
12. Glammed Co. is NOT liable for locations provided. Locations provided are directly through bookings by clientele.
13. You are required sign our contract including our non-disclosure agreement before receiving any bookings.

Demerit points are a point system created by Glammed Co. to ensure beauty pros and client satisfaction. Demerit points are earned by breaking company policy, terms or regulations. A total of 3 DEMERIT POINTS will result in TERMINATION or SIX MONTH PROBATION. With that being said, Glammed Co. does not give our demerit points often or lightly.

Each case is thoroughly investigated and each demerit point is handled on a case by case basis for we understand life happens. If you have been reported to receive a demerit point, we contact you directly to understand each situation. We DO NOT DISCLOSE where the report came from/who he report was reported by.

We encourage our beauty pros if they see ANY activity from another beauty pro they find concerning, not professional or breaks company policy, terms or regulations to report immediately to ensure the satisfactory of our beauty pros and our clientele. Our #1 priority is safety for both our beauty pros and clients. Our demerit systems helps us implement a safer work place for all parties.

Each demerit points results in 3 withheld jobs AND an additional 20% withheld from jobs provided to the beauty pro and 6 months of being ineligible to promote to a higher ranking beauty pro. With 3 demerit points resulting in termination or a six month probation upon review. While a bad review DOES NOT INSTANTLY RESULT IN A DEMERIT POINT, It opens a case for one. Each negative review, that is specifically directed to the beauty pro is investigated and reviewed. Upon the investigation and review is the beauty pro is found guilty of an offense, the beauty pro will be given a demerit point.

Demerit Points are all kept and documented in each beauty pros permanent file available to the beauty pro upon request.

The following offenses are some examples of demerit points.. UNPROFESSIONAL MISCONDUCT, DISCLOSING PERSONAL INFORMATION TO CLIENT TO INCLUDE FOLLOWING OR MESSAGING ON OUTSIDE SOCIAL MEDIA PLATFORMS, ASKING FOR ADDITIONAL TIPS, FREQUENT CHANGES IN AVAILABILITY, FREQUENT TARDINESS, CONFIRMED NEGATIVE REVIEWS RECEIVED BY GLAMMED CO. ON BEHALF OF THE BEAUTY PRO, CONFIRMED COMPLAINTS RECEIVED BY GLAMMED CO. ON BEHALF OF THE BEAUTY PRO, DISRESPECT TO CLIENTELE, DISRESPECT TO ANOTHER BEAUTY PRO.

The above are just some examples of by a beauty pro would receive a demerit point. Our beauty pros do not often receive demerit points, for we ONLY accept 1 in 8 applications with riveting reviews, talent and experience.

Once you have officially read our beauty pro guide, signed your contract, completed payment information and completed your beauty pro availability.. YOU ARE IN!

WELCOME NEW BEAUTY PRO TO THE
#1 US ON-DEMAND BEAUTY TEAM.

Our company was founded for beauty pros, by beauty pros.
We wanted to create a network to help the growth of all beauty pros and create an unforgettable client experience.

We are your biggest fans! With there being such a gap in the industry between making it or breaking it, we created Glammed Co. to give beauty pros access to opportunities and jobs like never before and enable our beauty pros to fulfill their dreams and passion while being able to support themselves and their families. We are ALL in this together and growing every single day!
Get ready to GROW, THRIVE and INSPIRE.

If you ever have any questions, concerns, thoughts or statements please do not hesitate to ever reach out to us directly for our beauty pro satisfaction and safety is our #1 priority.

Please direct all concerns to our email at info@glammed.co or our direct line at (321) 428-0800.