

ST. LOUIS

SABRINA & CO. : COMPANY POLICY 2019

**Be a part of the most-exclusive
salon experience in the world!**



**2019 | Sabrina & Co.
inside Sola Salon Suites**

Suite 6
11756 Olive Boulevard
Creve Coeur, Mo 63141.
www.sabrinamcfield.com

FIRST TIME PARTNERS

Consultations are required to ensure a stress free salon environment.

Same day service is not possible. Please plan ahead.

This consultation will consist of Sabrina becoming acquainted with you and your hair story.

Your hair will be analyzed and you will learn your hair identification including porosity level, curl pattern, density and more.

You will also learn what products, regimes and salon services will work best for you to reach your goals!

This is also a great opportunity to ask as many questions as possible about any of your concerns.

This process can take 20 minutes. The more questions, concerns or education you need you the more time you will acquire. Cannot exceed 1 hour.

APPOINTMENT SELECTIONS

No more complicated A La Carte Menu.

Select the service that matches your desired look.

For all sew in services, select sew in. Notate if a maintenance, retouch or take down

For all natural hair style services including twists, twist outs, feed in braids, rod sets, flexi rod sets, hydrate & go's and more.

*Must bring your own braiding hair.

For all color services, select Color and it will allow time for a desired style. Notate what style you would like after your color service is complete.

All services have been extended in time to accommodate any variations in length, density or time is that is required.

REDUCE TIME AND/OR PREPARE FOR YOUR VISIT

ADDITIONAL DETANGLING

There is only 20 minutes worth of time allotted for detangling after the hair is shampooed and conditioner is applied. If detangling is required before the shampoo, this could extend your service up to 1 additional hour and will require 5-10 additional ounces worth of conditioner. The base rate is \$100 an hour, if you would like to reduce adding an extra hour to your service, please never neglect your natural hair longer. Perform weekly/bi-weekly finger detangling, conditioning and twisting maintenances to ensure the consistent manageability of your hair at home and in salon. This service can in no way shape or form be sped through.

COLOR SERVICES

Please prep your hair for color by arriving to the salon with clean blowdried hair. Application time is only allotted for 15-20 minutes. Working through tangled hair could increase the application time to 30-60 minutes depending on color service and hair's when condition when beginning the application.

SEW IN RETOUCH

Sew in retouches extend anywhere from 3-4 hours depending on the method and hair you have. To reduce time 1 hour, you have the choice of arriving with clean hair, ready to retouch. Keep in mind that Her Given Hair or other natural curly, coils and kinky textures require an additional 30-45 minutes if the hair is not completely detangled before arrival.

REDUCE TIME AND/OR PREPARE FOR YOUR VISIT...

HYDRATE & GO

Hydrate & Go's are most convenient in the summer time but appropriate all year long. The Curl turns out best when air dried. Therefore, sitting under the drier is not a requirement. Although 10-15 minutes is the minimum is recommended to knock the wet out.

Be mindful, Sabrina has no control over your biological curl pattern. If the hydrate & go does not meet your expectation, trust the process and continue to wear a hydrate and go for a minimum of 30 days, resetting every 5 days to train curls into position, if this is your first time. Training on the drench & smooth method is available upon request. Keep in mind this process can take a maximum of 15 minutes.

TWIST OUT

There is 20 minutes each, allotted for a shampoo, condition/detangle, and blow-dry and twist set. Additional time means your hair requires additional detangling and arranging due to tangling, length or density. Dryer time is not required if willing to remain twisted for 24 hours. 15-20 minutes is recommend to knock the wet out. Twist outs have historically turned out better and lasted longer when left in 24 hours or longer before unravelling.

PRICING STRUCTURE

BASE RATE AND PRORATION
Sabrina's base rate is \$100 an hour. This rate is prorated by 10 minute increments.

10 minutes = \$16.67

20 minutes = \$33.33

30 minutes = \$50.00

40 minutes = \$66.66

50 minutes = \$83.33

60 minutes = \$100.00

Please read PREPARE FOR YOUR VISIT/REDUCE YOUR TIME to ensure you are maximizing the time to suit your anticipated budget. Intend on spending more, and if less time is used you will spend less.

PRODUCT INCLUSION

SEW IN INSTALLATIONS will include a prescription kit of products valued at \$50. This is not an additional cost, it is built into the hourly rate.

Virgin Hair sold separately.

NATURAL HAIR, BLOWOUT, SILK PRESS will include a prescription product kit valued at \$25 if your service is or exceeds \$150. It will include a prescription product kit valued at \$50 if your service is or exceeds \$200 or more.

Braiding hair is included in styles. Value of hair is deducted from prescription product kit value.

Product options are based on availability from distribution.

CHILDREN IN THE SALON

PARENTAL PRESENCE

Must have a valid drivers license to be in the salon without parental presence.

Parents are required to remain in the salon suite for the duration of the child's visit.

AGE REQUIREMENT FOR SERVICES

Sabrina serves children 10 years old and up.

CHILDREN AS GUESTS

Children should not be brought into the salon if they are not being serviced. This can be a huge distraction and will count against your service time. Thus increasing your price by the end of visit.

FORMS OF PAYMENT

Exact Cash is preferred.

Credit cards are acceptable for your convenience at a 2.6% fee at the end of the service.

All products have a MO sales tax of 8.8630% fee.

No Checks.

Tips are welcomed.

DEPOSITS

Virgin hair must be paid in full as a security deposit for sew in installation service.

THIRD PARTY HAIR EXTENSIONS

THIRD PARTY HAIR EXTENSIONS

We do NOT recommend working with extensions from unapproved, third party sources.

Voila Brazilian Hair Collection has gone through an extensive quality assurance process including collection, blending, fabrication and sanitation.

The longevity and integrity of the install and hair could compromise your investment.

Most importantly, your investment is insured with Sabrina and Co. We are not responsible for wear and tear because of improper care practices but if for any reason after a complete evaluation is completed and your product has been found defective, it will be replaced.

For natural hair extensions by www.hergivenhair.com

use code; sabrinamcfield

SCHEDULING

Scheduling is open up to 60 days in advance and is only a request until the appointment is confirmed

Select services desired and notate specifications.

Scheduling is to be completed online or after visit.

CANCELLATION/ NO CALL NO SHOW

CANCELLATION

There is a 30% cancellation fee within 48 hours of a scheduled appointment based off \$200. (\$60 fee)

NO CALL NO SHOW

There is a 100% cancellation fee for any no call no shows or cancellations on the same day based off one-two hours depending on intensity of the service. (\$200 fee)

PHOTOGRAPHY

PHOTOGRAPHS

Photos allow Sabrina the opportunity to study and master the art & science of hair as well as document your journey.

Your photograph maybe taken before and/or after your service. It may also be used in my portfolio and published on my website or social networks.

REFERRAL PROGRAM

After your referral completes a consultation and a first complete visit, you will redeem \$100 off your next service.

Cannot be used with Product inclusion or any other rewards program.

ADVOCATE PROGRAM

REVIEWS

Write a descriptive, detailed 5 sentence review on Gloss Genius, Linked In or Facebook and you will receive a \$25 reward each off your service.

SOCIAL MEDIA VLOG REVIEW

Create a 60 second vlog review about your experience, your style, the longevity of your style, the improved condition of our hair, lifestyle or confidence.

Post and tag on

- instagram @sabrinamcfield,
- facebook Sabrina McField Hair
- linked in Sabrina McField

and receive a \$25 reward each (up to two)

Cannot be used with Product inclusion or any other rewards program. Only \$50 can be credited a month.

LOYALTY PROGRAM

After 5 visits of \$100 or more, you qualify for \$100 off a service valued at \$200 or more.



Thank you for considering!

I would like to express my sincerest gratitude for taking the time to read the policy, agreeing by scheduling your appointment online and continuing with me in 2019 as your partner in total health, beauty and wellness.

CERTIFIABLY YOURS,

Sabrina