

GUEST INTAKE FORMS

Guest Information

Name: Today's Date: Birthdate: Address: Phone Number: Email: How did you hear about CPC Beauty? Reason for wanting extensions: Have you worn eyelash extensions before? YES NO What type/brand? How was your experience?

Medical Information

Please fill out this form to the best of your ability to ensure you are a healthy candidate. Circle "YES" or "NO": Do you suffer from lid irritation? YES NO Do you have abnormally sensitive eyes? YES NO Have you ever had blunt trauma around the eye area? YES NO Do you suffer from rosacea? YES NO Have you suffered from Alopecia? YES NO Do you suffer from high blood pressure? YES NO Do you have any metabolic or endocrine disorders? YES NO Have you recently had Conjunctivitis? YES NO Do you have a compromised immune system (due to cancer treatment, hepatitis or HIV)? YES NO Have you had any of the following procedures: Botox, permanent eyeliner procedure, permanent eyebrow procedure, microblading or eyelid surgery in the past 6 months? YES NO What? When? Have you had any other procedures, medical issues, injuries on your face, specifically your eye area? YES NO Explain:

Do you currently suffer from seasonal allergies? YES NO When do you typically have seasonal allergies? Do you have hormonal imbalances? YES NO Do you have thyroid issues? YES NO Are you currently on any medications for: Hormonal, thyroid, antidepressants, birth control, pregnancy related issues? YES NO Do you currently take any vitamins, including prenatal vitamins? YES NO Do you pick and pull out your natural lashes? YES NO Are you currently pregnant/recently had a baby in the past 6 months? YES NO Do your eyes water easily/are they sensitive? YES NO Have you ever had sudden reactions, sensitivity or contact dermatitis to any products? YES NO Explain:

Patch Testing

To ensure your safety, CPC Beauty requires that all NEW guests have a Patch Test Consultation to test for any reactions to products used during service. Lashes will be applied to each eye at least 24-48 hours prior to a Full Set application. *Please note that you can develop a sudden sensitivity and/or allergy to the products used during services even after you have them applied long term.* Patch Test date & time: @

Studio Policies

PLEASE READ THE FOLLOWING STUDIO POLICIES & initial next to each section after you completely read all policies. It is the guests policy to fully read policies and ask any questions prior to lash services.

(initials) NEW COVID-19 POLICIES

- All guests are REQUIRED to complete paperless, "COVID PRE ENTRY" (separate form) EVERY TIME prior to entry to CPC Beauty, until further notice. Guests MUST report symptoms if they show any before or after lash services to be reported to the local health department. Please cancel reservation if you are experiencing symptoms within 14 days of reservation. Guests must arrive alone, there will no longer be additional guests allowed during services, including children. There will be no waiting area seating available. Face shields will be REQUIRED for EVERY guest during services due to close contact with your professional. There will be shields (NON-CDC/WHO approved, against COVID protection) available for purchase and reusable ones that have been properly disinfected daily. ALL guests must wash hands upon entry into CPC Beauty. Please arrive with minimal personal items that will be placed in a disinfected storage area during services. Please arrive for your reservation 5 minutes early and text your lash artist and WAIT in your car. Wait for your lash artist to respond to allow you to enter the building. YOU WILL NOT BE PERMITTED INSIDE UNTIL THEN. Doors will remain locked during all times. If you tend to be chilly, please bring your own blanket for your personal comfort. comfort items will no longer be provided. Self service items and areas will no longer be provided to guests.

(initials) PAYMENT POLICIES

- CPC Beauty will now only accept touchless payments including: Cash App, Venmo and Credit on Gloss Genius app. ALL GUESTS must have a credit card on file with CPC Beauty on Gloss Genius scheduling system- even if they choose to pay other methods.

CPC BEAUTY

- In the event you need to reschedule, CPC Beauty asks you to notify us no less than 24 BUSINESS HOURS (this means 10 am Monday for cancelling 10 am Tuesday) prior to reservation.
- CPC Beauty reserves the right to charge 50% of services when cancelling less than 24 business hours, including non-communicated tardiness.
- A charge of 100% of services for NO SHOW after 15 minutes of reservation.
- ALL Guest Intake Forms MUST be completed prior to arrival.
- Any guest with charges denied or disputed will be subject to denial of any/all future services from Color Pins Curls Beauty.

____ (initials) PROFESSIONAL POLICIES

- If you need a reservation after lash stylists scheduled hours to “squeeze” you in. Please note there will be an additional \$30 fee. We highly suggest pre-booking to ensure you get a day and time convenient for you and CPC Beauty.
- If you would like us to travel to you, we do offer traveling within 20 miles of our location. We bring the lash bed and all tools needed. There is an additional \$80 charge for any travel services.
- Please listen to all information your Lash Stylist provides to you. This is to make sure your lashes are long lasting like our marketing states. If you choose to not listen to what your Lash Stylist provides you- you will have retention issues. CPC Beauty has a strict policy with guest complaints regarding Retention. With all the additional education your Lash Stylist has; not following rules can cause health risks for the guest, as well as other clients at risk. Not following rules and communicating with CPC can lead to Guests no longer having the privilege of booking any future appointments. This is to
- protect the reputable standard of CPC Beauty.
- CPC has a strict policy with guest complaints regarding Retention. With all the additional education your Lash Stylist has; not following rules can cause health risks causing a guest to put themselves, the Lash Stylist as well as other clients at risk.
- Failure to follow rules and communicate with CPC can lead to guests no longer having the privilege of booking any future services. This is to protect the reputable standard of CPC.
- Here at Color Pins Curls Inc., the satisfaction of the client is the main priority. Prompt solutions to any problems or concerns is always important to CPC.
- All feedback, negative or positive from clients is appreciated and used to better serve all clients.
- **Unfortunately, Color Pins Curls does not offer refunds, credits or exchanges on services rendered or products sold.**

I, _____ (print name) have filled out this form to all my knowledge regarding current health and personal history. I have also read and agree to all Studio Policies listed above.

Signature: _____

Date: _____

Lash artist signature: _____

Date: _____

Consultation Notes:

CPC BEAUTY

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