



## Cancellation Procedure

Your appointments are very important to us. It is our highest priority to allow each client the allotted time they have reserved when making their appointments and to give each client priority to get an appointment scheduled. Our schedule stays consistently busy and we ask that each client be understanding that these time slots are very valuable. It is because of this that we are creating a cancellation policy.

### CONFIRMATION CALLS

As a courtesy, we will call and confirm your service appointments, as well as email, and/or text prior to your appointment date. However, if we are unable to reach you, and can only leave a message, please understand that it is your responsibility to remember your appointment dates and times to avoid late arrivals, missed appointments, and the cancellation fee. Initials\_\_\_\_\_

### CANCELLATION POLICY as follows:

A deposit of \$50 will be taken to make appointments if you:

- Are making a Brow Embroidery appointment (initial and touch-ups)
- Are a new client making a lash extension appointment

A deposit of \$25 will be taken to make appointments if you:

- Late cancel more than two times for any other service we offer
- "NO SHOW" an appointment

Initials\_\_\_\_\_

Your deposit will be forfeited if you:

- Give less than 48 hours cancellation notice for appointments made with Primp Spa LLC
- Arrive more than 10 minutes late to an appointment (which will/may require the appointment to be rescheduled) Initials\_\_\_\_\_

I have read and understand that by making an appointment with Primp Spa LLC, and signing below I am agreeing to this cancellation policy and it's terms.

Signed:\_\_\_\_\_



Permanent Makeup Procedure Record

Client Name: \_\_\_\_\_

Date \_\_\_\_\_ Machine/Hand Tool \_\_\_\_\_ Speed \_\_\_\_\_ Needle/Blade# \_\_\_\_\_

Pigment Manufacturer \_\_\_\_\_ Color(s)/Lot# \_\_\_\_\_ Fitz Type \_\_\_\_\_

Anesthetics Used \_\_\_\_\_ Allergies \_\_\_\_\_

PMU Area(s) Done: Brows Brow touch-up Other \_\_\_\_\_

Start Time \_\_\_\_\_ Finish Time \_\_\_\_\_ Before Photo \_\_\_\_\_ After \_\_\_\_\_

Note: \_\_\_\_\_

Shape & Color approved by client:

(Signature) \_\_\_\_\_

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Date \_\_\_\_\_ Machine/Hand Tool \_\_\_\_\_ Speed \_\_\_\_\_ Needle/Blade# \_\_\_\_\_

Pigment Manufacturer \_\_\_\_\_ Color(s)/Lot# \_\_\_\_\_ Fitz Type \_\_\_\_\_

Anesthetics Used \_\_\_\_\_ Allergies \_\_\_\_\_

PMU Area(s) Done: Brows Brow touch-up Other \_\_\_\_\_

Start Time \_\_\_\_\_ Finish Time \_\_\_\_\_ Before Photo \_\_\_\_\_ After \_\_\_\_\_

Note: \_\_\_\_\_

Shape & Color approved by client:

(Signature) \_\_\_\_\_

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## Photo Consent

Date: \_\_\_\_\_

Client Name (Printed): \_\_\_\_\_

I consent to the reproduction and use of my photo(s) (without identifying client name or marks), with the consent of the producing agent(s), Jettie Watkins, Primp Boutique Spa LLC and Pink West Salon ONLY. Consent shall involve the use of my photos for any educational purposes, including instruction, display to professional organizations, websites, social media and advertising thereof.

This consent, as stated above, shall be a continuing consent for all procedures, past, present & future. Written notice must be received from the client asking to discontinue use. (60 days written notice required)

I give Jettie Watkins and Primp Boutique Spa LLC permission to use my photo(s) as marked below.

Full Face \_\_\_\_\_ Initials

Eyebrows w/Eyes Only (MUST INITIAL) \_\_\_\_\_ Initials

Client's Signature: \_\_\_\_\_ Date \_\_\_\_\_

Instructor/Technician: \_\_\_\_\_ Date: \_\_\_\_\_



Eyebrow After Care Instructions  
(To be followed for Original Procedure & ALL touch-ups)

After your eyebrow procedure, you will be swollen. Some clients will swell minimally and some will swell more. Everyone heals differently. This can cause the area(s) to appear uneven, red, itchy and irritated when healing. The area(s) will also appear much darker and thicker than the final result. You can expect eyebrows to fade anywhere from 10% - 50% this typically happens within 3-30 days of the first procedure. There **WILL BE** some shedding of skin with color in it as the area heals. Do not pick. Some areas of the eyebrows will fade more than others and as the pigment oxidizes it will start to darken up again over a 2-3 week period. **YOUR APPT. WILL NOT BE MOVED UP OR MADE SOONER IF THIS HAPPENS.** After the touch up, the body is used to the pigments and will retain the pigment much better and won't fade as much as the initial procedure. ----- Initial

ALL PERMANENT MAKEUP RESULTS VARY FROM PERSON TO PERSON. -----Initial  
Skin types, such as African American, Indian, Philippine, Italian, Oily/Severely Oily skin and the like, please note that the hair strokes **WILL** blend more with your skin tone and may not appear as defined as on lighter skin types. Red heads, blondes & fair skin types, will experience more swelling, redness, crusting or scabbing and some areas will fade substantially. They can look more powdered or solid looking and there is a possibility of no retention. -----Initial

Smoking will affect your results and may cause the pigment to fade prematurely. -----Initial  
A cream will be applied right after the procedure and it will protect the area for the 1<sup>st</sup> 3 days. After 72 hrs. apply GRAPESEED OIL (a very thin layer) to the brows in the (1 x a day) morning OR evening for the remaining 11 days. If you should experience any scabbing, crusting, or flaking, please let it exfoliate naturally. This will prevent any unnecessary infections or additional pigment loss. If the area is still dry and flaky after the 14 days you can continue the Grapeseed Oil. It is OK to wash the brows after the 2 weeks, avoid scrubbing them. -----Initial

It is standard procedure in our office to see our clients back 6-8 weeks **after** their original procedure for their 1<sup>st</sup> touch up. This is necessary to fine-tune the treated area. After the 1<sup>st</sup>

touch up, it is recommended to schedule a 1 yr. touch up to maintain the color. All aftercare rules apply to all subsequent appointments as well. \_\_\_\_\_Initial

If you go elsewhere for any touch ups after Jettie Watkins has done them, she will no longer do your procedures. \_\_\_\_\_Initial

Permanent Makeup is an art, NOT a science. Client's results will vary & using a pencil or powder may still be needed. You may have less retention due to scar tissue after initial treatment. Touch ups will not be done any sooner. \_\_\_\_\_Initial

ABSOLUTELY NO GETTING THEM DIRECTLY WET: WATER, POOL, OCEAN, SUN (HEAT), SWEATING (OF ANY KIND), YOGA, SWIMMING, GYM/EXERSION FOR 2 WEEKS. NO TANNING & RETINOLS/ANTI-AGING CREAMS FOR 30 DAYS BEFORE THE PROCEDURE AND FOR 30 DAYS AFTER. IF YOU DO NOT WAIT THE 14 DAYS, YOU WILL RUIN THE RESULTS. IF YOU DO NOT FOLLOW THIS AFTERCARE, WE WILL KNOW AND HAVE THE RIGHT TO RELEASE YOU FROM ANY FUTURE SERVICES. IF YOU WORK OUT REGULARLY, YOUR RESULTS WILL HEAL MORE TO A POWDERED LOOK DUE TO THE SWEATING AND OILS THE BODY PRODUCES WHEN IT GETS HEATED .I ACCEPT THE RISK & POSSIBILITY OF THIS HAPPENING \_\_\_\_\_(Initial)

PERMANENT MAKEUP WILL APPEAR MORE SOLID OR POWDERED AS YOUR SKIN AGES. \_\_\_\_\_Initial

Touch-Up Fee Schedule Per Area (Subject to change)  
\$90 1<sup>st</sup> Touch-up (Within 3 months of original procedure)  
Up to 2 years (2017 \$180)  
Full price after 2 years (\$550)

Client Name Printed \_\_\_\_\_ Date \_\_\_\_\_

Client Signature \_\_\_\_\_ Phone # \_\_\_\_\_

Technician: \_\_\_\_\_ Date \_\_\_\_\_



Confidential Medical Profile

Name \_\_\_\_\_ Date \_\_\_\_\_

\_\_\_\_\_

Address

\_\_\_\_\_

Email \_\_\_\_\_ Phone \_\_\_\_\_

# \_\_\_\_\_

DOB \_\_\_\_\_

Referred By: \_\_\_\_\_

To avoid unforeseen complications, please answer the following questions:

Y N Are you over the age of 18? Legal guardian's initials: \_\_\_\_\_

Y N Have you had any aspirin or blood thinning products within the last 7 days?

Y N Any mood altering drugs within the last 8 hours? (i.e. Wellbutrin, Xanax, Prozac)

Y N Do you have any history of cold sores, herpes, or fever blisters?

Y N Are you sensitive to Latex?

Y N Have you had a chemical or laser peel within the last 30 days?

Y N Do you have problems with healing?

- Y N Previous problems with tattoos or has your physician advised you not to have a tattoo at this time?
- Y N Are you currently undergoing radiation or chemotherapy?
- Y N Are you currently taking any chemotherapy medications?
- Y N Are you currently using Retin-A or "Alpha Hydroxy" skin care products? (If so, avoid use for 1 month following procedure)
- Y N Do you wear contact lenses?
- Y N Are you allergic to any metal? (e.g. Can only wear 14k gold) \_\_\_\_\_
- Y N Have you ever had any permanent makeup procedures before prior to Jettie? Area?When?\_\_\_\_\_
- Y N Medication, including immunosuppressive, such as anti-inflammatory or steroids?
- Y N Withdrawal from caffeine products?
- Y N Are you allergic to topical antibiotic numbing creams or desensitizers?
- Y N Is there any history of skin diseases or remarkable skin sensitivities?
- Y N Are you taking any vitamins?
- Y N Are you pregnant or nursing?
- Y N Are you required to take antibiotics during dental or invasive medical procedures?
- Y N Do you have any drug allergies? If yes, list in \_\_\_\_\_ space provided at the end of the form.
- Y N Are you taking meds for high or low blood pressure?
- Y N **Did you work out today?**
- Y N **Have you consumed alcohol today?**

Do you, or have you had, any of the following:



- Tuberculosis             MRSA/STAPH
- Heart condition/Pace Maker
- Trichotillomania       Eczema/Dermatitis
- Allergies to makeup  Hepatitis/Jaundice/HIV
- Accutane treatment  Kidney Disease
- Dry eyes                 Cold sores
- Keloids                  Tendency to bleed
- Glaucoma               Thyroid Issues
- Diabetes                Hyper-pigmentation
- Stroke                  Hypo-pigmentation
- Chest pains            Herpes Simplex
- Shortness of breath  Refractive eye surgery
- Alopecia                Autoimmune disorders
- Epilepsy/seizures     Shingles
- Smoker                 Eyelid surgery
- Cataract surgery     Lasik surgery
- Tear duct plugs       Ocular Herpes
- Planning on having Facial Plastic Surgery
- Cancer (List below)  Head Injury/Trauma
- Tan Regularly?       Laser removal of brows
- Facelift/Forehead/Brow Lift/Rhinoplasty
- Scar/s in area         Eyebrow Transplant
- Botox/Fillers- Area/s\_\_\_\_\_
- Other Medical Conditions: LIST BELOW

Please explain any checked question, list any other medical conditions or allergies, and **list all your medications:**

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Client's Signature

Date