

METRO SYTLE II - SALON STUDIOS

2024 GUIDELINES

Welcome to Metro Style II, LLC The guidelines are standard and apply to salon professionals and their clients.
Any recommended amendments will be reviewed and discussed at the salon meeting(s).

1. **Maintenance and repairs shall be reported to owner as soon as possible**
2. **Salon lessors are responsible for the upkeep of their private studio**
 - a. Electrical and plumbing issues will be the salon owner's responsibility
 - b. Studio modifications **are not** provided by salon owner; i.e. painting, flooring, etc.
 - c. Studio modifications by lessors are limited to changes that do not require a city of Raleigh permit
3. **Disposal of trash shall be placed in the shopping center's dumpsters in the parking lot**
 - a. Lessor is responsible for cleanliness of studio
4. **Laundry services is available for the following:**
 - a. All salon professionals
 - Remember to keep soiled and clean towels separated in a covered area
5. **Salon WiFi access is available for the salon professionals and clients**
 - a. Metro Style's website advertisement is available for all Salon Professionals
 - b. Internet password is provided by the owner
6. **7 Days a week salon operations & 24hr. Access (Salon Key/Personal Door Code)**
7. **All Lessees**
 - a. Shared studios shall be split for each person
 - b. Salon towels provided to stylists (per request)
 - c. Washer/Dryer available in salon's rear area
8. **Rent Payments**
 - a. Security Deposit - \$150.00, holds studio for two weeks
 - b. Weekly rental is due Sunday at 4PM
 - Payment accepted is cash or via cash app; \$MetroStyleSalonNC
 - Payment accepted via Zelle; 919.524.7408
 - c. Late fee is \$35.00
9. **Heating/Air Condition Temp (HVAC) + Electric**
 - a. Thermostat settings shall be set according to outdoor weather conditions
 - b. Salon owner shall maintain HVAC service agreement
 - c. Last person in salon shall turn off salon lights
10. **Emergency contacts**
 - a. Owner, Valerie Willis at 919.524.7408

Salon Professional's Role Check Off List:

_____ All salon professionals must maintain their own general liability insurance

**Contact if in need of an insurance agent: Danny Newton @ (919) 875.1955*

_____ All salon professionals are self-employed and not employees of Metro Style II, LLC

_____ Keep NC license displayed and active per your NC state board requirements

Indicate the Private Studio number being leased: _____

Print Name/License: _____, # _____

Signature: _____ Date: _____

Weekly Rate: \$ _____