

METRO SYTLE II - SALON STUDIOS

2020 GUIDELINES

Welcome to Metro Style II, Inc. 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 studio lessors are responsible for the upkeep of their studio**
 - a. Electrical and plumbing issues will be the salon owners responsibility
 - b. Studio modifications are not provided by salon owner; i.e. painting
 - 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**
 - a. Cleaning services available at an additional fee
4. **Laundry services is available for the following:**
 - a. All Salon Professionals
 - b. 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
6. **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
 - c. Washer/Dryer available in utility 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
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 agent: Ava Alston with All State (919) 490-6667*

_____ All salon professionals are self-employed and not employees of Metro Style, Inc.

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

Indicate the Private Studio number being leased: _____

Print Name/License: _____, # _____

Signature: _____ Date: _____

Wkly Rate: \$ _____