

GJETO'S SUITES

NEW SALON SUITE INTAKE FORM - PAGE 1

Please answer the questions on this form so that we can add your salon suite to our website.

You can review New Salon FAQ's at <https://GjetosSuites.com/FAQS>

If you have questions you can contact our Website Developer Char directly by email at support@yoursiteneedsme.com OR by phone or text at 734-323-1833.

*If you have multiple salon owners, each of you can fill out your own separate form.

NAME: _____ **DATE:** _____

SUITE #: _____ **SALON NAME:** _____

PHONE: _____ **EMAIL:** _____

WEBSITE URL: _____

IF you have a website, we will link directly to it so customers can visit your website to book your services. If you do NOT have a website then we will create you a FREE Profile Page on GjetosSuites.com. See Page 3 for more details.

SERVICE CATEGORIES

Please check the box next to ALL categories that apply to you.

Additional service categories NOT listed below can be added on Page 2.

- | | | |
|---|--|--|
| <input type="checkbox"/> Barber | <input type="checkbox"/> Hair Cuts - Men | <input type="checkbox"/> Nails - Gel/Shellac |
| <input type="checkbox"/> Barber -Traditional Shave | <input type="checkbox"/> Hair Cuts - Women | <input type="checkbox"/> Nails - Manicures |
| <input type="checkbox"/> Barber - Beard Grooming | <input type="checkbox"/> Hair - Extensions | <input type="checkbox"/> Nails - Pedicures |
| <input type="checkbox"/> Dermaplaning | <input type="checkbox"/> Hair - Formal Styles * Updo's | <input type="checkbox"/> Permanent Makeup |
| <input type="checkbox"/> Eyelash Extensions | <input type="checkbox"/> Hair - Highlights | <input type="checkbox"/> Plasma Fibroblast |
| <input type="checkbox"/> Eyelash Extensions - Fills | <input type="checkbox"/> Hair - Ombre | <input type="checkbox"/> Spa - Bodywraps |
| <input type="checkbox"/> Hair Services GENERAL | <input type="checkbox"/> Hair - Perm | <input type="checkbox"/> Spa - Facial Treatments |
| <input type="checkbox"/> Hair - Bridal | <input type="checkbox"/> Hair - Straightening | <input type="checkbox"/> Spa - Massage |
| <input type="checkbox"/> Hair - Blowouts | <input type="checkbox"/> Hair - Treatments | <input type="checkbox"/> Spa - Makeup |
| <input type="checkbox"/> Hair - Color | <input type="checkbox"/> Hair - Toner | <input type="checkbox"/> Spa - Makeup Bridal |
| <input type="checkbox"/> Hair - Balayage | <input type="checkbox"/> Nails - GENERAL | <input type="checkbox"/> Spa - Microneedling |
| <input type="checkbox"/> Hair Cuts - Children | <input type="checkbox"/> Nails - Acrylics | <input type="checkbox"/> Tattoo Removal |

GJETO'S SUITES

NEW SALON SUITE INTAKE FORM - PAGE 2

List any additional Service Categories here:

**** READ ** If you DO have a Website**

IF you DO have a website then THANK YOU! **YOU ARE DONE!** Please give this form to John and he will send it to Char at YourSiteNeedsMe. If you have questions please email Char directly at support@yoursiteneedsme.com or text/call her at 734-323-1833

Your Salon Suite will be added to the website within **7 business days** of receiving the completed form. Char will get in touch with you if any additional information is needed.

**** READ ** If you DO NOT have a Website**

IF you DO NOT have a website then we will need some additional information from you so that we can create you a FREE Profile page on GjetosSuites.com. Please note that if you are in the PROCESS of making a new website or planning on doing so soon, then you can SKIP this section and notify Char when the new site is live.

The next page contains a checklist of items you will need to send to Char. If you have any problems sending it or if you have questions please email Char directly at support@yoursiteneedsme.com or text/call her at 734-323-1833

Your Salon Suite will be added to the website within **7 business days** of receiving the completed form. Char will get in touch with you if any additional information is needed.

GJETO'S SUITES

NEW SALON SUITE INTAKE FORM - PAGE 3

INSTRUCTIONS:

Please provide the items in the checklist below. You can do this by choosing one of the following methods:

1. **EMAIL:** Send an email to support@yoursiteneedsme.com and put your **SALON NAME and SUITE # in the Subject line**. You can attach all files to a single email.
2. **FLASH DRIVE:** You can put everything onto a Flash Drive and give to John
3. **SHARE VIA THE CLOUD:** Upload the files to a FOLDER in Google Drive or DropBox and SHARE it with support@yoursiteneedsme.com

SCAN FOR EXAMPLE
SALON PROFILE
PAGE



If you need changes in the future you can also use the same 3 methods to request them. All changes and requests take up to 7 business days to complete.

CHECKLIST

Please check each item off when done and return all 3 pages of this form to John when everything has been completed.

- HIGH RESOLUTION photo of each Salon Owners in PNG or JPG format.
- HIGH RESOLUTION version of your LOGO in PNG or JPG format. Multiple versions if you have them
- Text/Word document with your Salon Bio/Owner Bio(s). We do not accept PDF's.
- Text/Word doc with Testimonials from your Clients, up to 10 Testimonials each owner
- A HIGH RESOLUTION Photo of Salon Suite owner(s) in front of Salon (see *Example Profile*)
- BEFORE and AFTER pictures of your work. PLEASE NOTE: It is important that you have permission to use these photos before including them on the site!

GJETO'S

SALON · SUITES



**SCAN THE CODE ABOVE WITH YOUR PHONES CAMERA
TO SUBMIT YOUR SALON SUITE PROFILE**

or visit: <https://forms.gle/n6ZyyKUkKLEGg9Xp7>

Char Hammett, Website Developer



734-323-1833



Support@YourSiteNeedsMe.com

NEW SALON SUITE FAQ's: **GjetosSuites.com/FAQS**