



CLIENT: Amethyst Beauty and Aesthetics

Date: 28 August 2023

If you are able to provide:

1. Up to date - Price lists and services
2. Photos – before and after pictures and videos with a few lines about the treatment and what it involves. If you can provide a few to start with to get me going and then send over regular.
3. Any facts about treatments I am able to research and have a vast amount of content currently due to my current clientele, So that we can educate the followers what's involved prior to booking.
4. About you info and picture to share with followers on who you are, your qualifications. YOU are the business, your clients buy into you!
5. Any treatments and spaces and times you have available you can let me know daily if you need slots filling.
6. Special Offers, for September, or if you require a model intake.
7. Do you have any Colours/design for social media in mind?
8. Company Logo if you can send over
9. Once I have logged into both Instagram and Facebook will do an audit to advise areas on where to improve.
10. It will take me a few days to put some posts together as I create templates for ease of posting and I will also provide hashtags for all posts.

Please let me know if there is anything specific you would like me to focus on.

Facebook – if you could make me an admin on Facebook

1. Click into settings top right on your profile
2. Scroll down to Pages access
3. Invite – Bonny Bassi (my profile name)
4. I will then need to accept the invite to have access

I will send separate pictures to show this.

Instagram – I will require log in and password to post on as there's no where to be made an admin.

To confirm there is no contract, I send my invoices weekly on a Sunday at the end of the week.

2 Hours per week £30.00 If you require further assistance/services please let me know.

Any questions, updates, please always ask 😊

Bonny

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