Typical Steps to Booking at Figure 8 Ink and other info

- 1. Inquire through email figure8ink@gmail.com
- 2. If books for your artist are "open", goes to step 4
- 3. If "closed" you will be asked if you want to go on the email list to be notified when they reopen. Books close for 2-4 months at a time while we get though the last waitlist. We cap at 100 entries/bookings at a time.
- 3. We send you a Google form consultation questionnaire to fill out to gather the info on your tattoo
- 4. Your inquiry info is transferred to each artist's waitlist document, and we then review about an hours worth of these inquiries each week with each artist. Artists coordinate with our front desk staff to gather missing information, questions, and feedback for each inquiry and the conversation is continued over email. Keep in mind with the volume of our inquiries uires, the experience level of our artists, and our focus on specialized styles, our artists can only logistically accept about half of all of our inquiries. We appreciate all of our inquiries and hope that if you receive a denial at this point it is not personal and we would love for you to try again down the road with a different idea! We invite everyone to research our portfolios before inquiring to get a gist of our specializations and preferences. Also please keep in mind none of our artists are comfortable with copying another artist's work from the internet, and we accepting a very limited amount of coverups, fix-ups, and add-ons at this time.
- 5. You will receive notice of acceptance or denial of your inquiry. Keep in mind although we work diligently through our waitlist this process could take 2-4 months to receive notice as we work through the 100+ inquiries at any given time.
 - 6. If you receive an acceptance of your inquiry, we will then continue to collect any needed information about the project; through email interaction.
 - 7. Our desk staff will coordinate with you about open dates for your artist. This will be 2-4 months out at any given time. You may also request to go on a list to be notified if any dates open up earlier from cancellations. If you have our shop app we also send occasional push notifications about these openings.
- 8. Once a date or dates are agreed upon, you must place a deposit for each appointment. These can be placed on our website, app, or over the phone. Large projects will usually require multiple sessions and will need a deposit for each date. We recommend booking multiple sessions at once (up to 3 unless approved by the artist for more) to minimize the window of completion for your piece. You will need at least 3 weeks minimum in between sessions for healing. \$50 deposit is standard for small and medium scale (half day or less) tattoos, \$100

deposit for larger scale tattoos (half day or more). These deposits will be applied to your session total on each appointment day. Keep in mind a full day session is 4-6 hours and our hourly rate is roughly \$150-200, please plan accordingly to be able to sit for that session as it has been set aside for you.

- 9. You will receive text reminders about your date(s) and must confirm through text. If you must reschedule we allow for one reschedule per appointment with moving your deposit, but it will be pushed out to whenever the artist is then booking, which could be a few months. More than one reschedule or less than 48 hours notice will result in loss of deposit for that appointment and will require a new deposit for rebooking.
- 10. Please arrive on time for your appointment, and prepare by hydrating with water, eating a healthy meal before coming in, avoiding caffeine and alcohol, and for large sessions, planning on taking a food break during the day (you may pack or order). We have additional "large session" tips on our app, or by request to your email. You will fill out your electronic intake form upon arrival, or may fill out in advance (no earlier than the day of please) on our app or website.
- 11. Detailed aftercare (we have several methods and recommendations) will be provided and soap, ointment, saniderm, and sun protection are all available for purchase as needed. Written copies are available on our app or website if you would like to read in advance or refer to after.
 - 12. Feel free to post and tag us regarding your tattoo, leave us a review, or come by for a healed picture of your tattoo- we would love it!
- 13. We truly appreciate you and can't wait to work with you on your next project! Please email us with any questions or download our app (search Figure 8 Ink Studios) for tons of information, our portfolios, newsletter, updates, and more!

A message about why we do it this way and a bit more details on certain topics if you care to read more:

This system has been working great for us and ensures that we continue to focus on our goals of specialized, custom, "top" shelf tattoos; and it helps us work through our extremely high volume of inquiries in an organized way; in a way that we can work with as many people as possible but also further each artists' and the shop's style and long term goals. We'd like to reiterate that we truly appreciate each and every inquiry, and please don't take a denial personally. We'd love it if you could inquire again down the road or try a different idea. We love when clients check out our portfolios and research our preferences to see which of us may be most conducive for their project. Also, as mentioned above please keep in mind we are taking a very limited amount of coverups, add-ons (to tattoos started by other artists), and fixups.

For small projects, we do take a limited number where we can fit them into our schedule, and we have a "call-in/fill-in" list you can request to get added onto that we refer to often for last

minute cancellations, if we finish earlier than expected, etc. Sorry that method is the only way to potentially satisfy a more immediate "got the tattoo itch" as y'all like to say :)

For bigger projects; there's going to be a wait. We recommend booking multiple (up to 3) appointments at a time once approved for large projects to keep your completion schedule as narrow as possible.

Please know we work as hard as we can to minimize your wait. We all work full time and many of our days off- we promise we accommodate as much as we can and also work through our waitlist inquiries as quickly as possible. Please keep in mind that because of our schedule load we usually are drawing for your appointment the night before, and although you will have opportunities to give feedback, it may not be until the day of. Remember this is pretty customary for custom shops and we appreciate your trust!

Thank you!