Thank you for your interest in being a Reader/Energy Worker at The Bag Lady. We've created the following guidelines to make expectations clear and to ensure a positive experience for you and The Bag Lady. Successful events are a win-win for everyone!

The reader room can be rented Monday-Saturday during the following blocks of time:

- 10:30a 2:30pm
- 2:30pm 6:30pm

On Sundays, the spaces can be rented from 12:00pm – 4:00pm.

<u>Rental Fee:</u> The fee for renting the space is 30% of total sales received by you. If you are hosting a special multi-week event (3+ consecutive weeks), we require a \$100 non-refundable deposit to hold the space for you. This is not applicable if you are renting the space on an on-going weekly basis.

A massage table or massage chair are available for an additional \$20 fee. (Please provide your own face cradle coverings if needed.)

### Step I

If you desire to be a reader or energy worker at The Bag Lady, send an email to Nami Nesterowicz at bagladyevents@gmail.com to schedule a time for you to provide Nami with a sample of your reading/energy work.

# Step II

Once you have been approved, please submit the following information to bagladyschedule@gmail.com:

**Bio Pic:** Email us an updated photo of you. If possible a square image is best but if you don't have one, you can send what you have. We reserve the right to edit the images to fit the space on our website and newsletter. Please send as high quality an image as possible so that if we have to edit it, the integrity of the picture will be maintained.

**<u>Bio Description:</u>** Please introduce yourself to the visitors to our website. We ask that you write your description in the third person and remember to keep it brief while highlighting the things that make you unique from other readers © Include any certifications, trainings, and/or areas of specialties you may have. Please try to keep your bio to about 2-3 paragraphs.

<u>Day and Time Requested:</u> Offer up to three different options for dates and times you would like to be at the store. You may indicate your preference, however the final choice will depend on readers already scheduled on the calendar. Please note, Readers are permitted to be at the store a maximum of one time per week unless there is a special event, like our Psychic Fairs.

<u>Scheduling Link:</u> You have sole responsibility for managing your appointments at The Bag Lady. Please provide the link to sign-up for your services. This can be via an online scheduler (like <u>Calendly</u>) or your email address.

<u>Cost per session:</u> Let us know the energetic exchange for your services. Most of our current practitioners have 30-minute time slots. Let us know how long each of your sessions will be and the cost.

#### **Additional Guidelines**

By being a reader at The Bag Lady, you acknowledge and agree to the following policies and guidelines:

- You have primary responsibility for promoting that you will be at the store.
  The Bag Lady will share that you are one of our readers on our website and in our monthly newsletter.
- In addition, the first **FOUR (4) times** you are at the store, we will share a separate post for you on our social media platforms a day or two before you are scheduled to be at the store.
- We will also feature you in our weekly Readers/Energy Workers post as long as you remain a practitioner with us.

- Any additional promoting is up to you to initiate. Creating a Facebook event is a great way to get the word out. If you tag The Bag Lady in your post, we will also share it to our page.
- You are welcome to create a flyer and we will post a copy on the door and near the register on the days you serve. We do not create individual flyers for readers at The Bag Lady, nor do we have space for multiple flyers. One flyer per reader is all that we are able accommodate.
- During the day, our team's primary focus is to support customers in the store. Therefore, it is your responsibility to set up and break down the reader room. Please leave the room as you found it.
- While at the store, please do not engage the Bagettes in non- essential conversation. It might affect their focus on their work duties as well as customer care (which often requires them to be present and not engaged in any other tasks, specifically conversations). Please also steer clear of the cash register area, as it is for employees only.
- The rental fee (30% of your income while using the reader room) is due each time you use the reader room at the end of your allotted time.
- Clients will pay you directly. No payments will be processed by The Bag Lady for your clients.
- Each time you are at the store, please provide the Bagettes (employees of The Bag Lady) a copy of your schedule so they can know when you have availability. This should be hand-written or printed clearly with time slots showing when you are free.
- Please note, if you go more than 4 consecutive times without any appointments, we reserve the right to modify the frequency of your sessions at the store.

- To ensure equitable use of the available spaces, no additional time slots will be available beyond your regularly established times. If you wish to adjust your schedule on an <u>ONGOING</u> basis, please reach out to our Event Coordinator.
- Readers are encouraged to roam the store freely when not serving clients. While being sensitive to boundaries, you are welcome to approach customers briefly to let them know what you do.
- We encourage readers to give free mini-readings to Bagettes which helps them to publicize you and what you offer. For any additional intuitive assistance, please know that it is perfectly acceptable to charge Bagettes accordingly, and to let them know in advance what your rates would be.
- If your regular day happens to be a holiday when the store is closed, you may have a make-up day in the same week if a spot is available. An exception to this is our annual Inventory when we are closed for several days. You must request the makeup date at least two weeks in advance.
- Based on years of experience with readers in the shop and the feedback we have received. We ask that you:
  - Keep the reading positive, uplifting, and empowering; remind clients of their free will
  - Be in integrity at all times; keep readings confidential
  - Keep the focus on the client. If you need to share how your past experience relates to their situation, please keep it brief
  - Not make any medical predictions or intuitive medical diagnoses
  - Not give readings without someone's permission, or for free while on the shop floor