

memberships

Follow these steps to create a Pure PrivilegeSM Membership type.

Adding a New Membership Card

Membership Card
Pure Privilege

Add Cancel

Membership Card

Pure Privilege

Return to Previous Screen

Information

Membership Type Pure Privilege

Membership Fee \$10.00 How often is the fee paid? Yearly

Good For 0 days after Sales date.

Product Discount Percentage 0%

Service Discount Percentage 0%

What color to Display Customer Magenta

Creating A Membership

1. From the SalonBiz[®]/SpaBiz[®] menu bar, click on the Blueprints icon.
2. Click the Customer button.
3. In the Table to Edit box, highlight by clicking once on Membership Card.
4. Click on the Add button.
5. Type Pure Privilege in the Membership Card field.
6. Click on the Add button.
7. Type in 10.00 in the Membership Fee field.
8. In the drop down menu select Yearly.
9. Leave zero (0) as the default number in the Good For days after Sales date field.
10. Type in zero (0) in the Product Discount Percentage field.
11. Type in zero (0) the Service Discount Percentage field.
12. From the drop down menu choose a color to display your Pure Privilege members.
13. Click the Return to Previous Screen button.
14. Click OK to the message "Discount being added for Membership!"

Choose a Report

Report Categories: SalonBiz

Report Sub-Categories: Memberships

Reports To Choose From:
Membership Sales by Type
Memberships which will Expire
Open Membership List

OK Cancel

Membership Report

The Membership Sales by Type report will generate a list of all memberships sold in a particular time range and group each membership type together.

1. From the SalonBiz[®]/SpaBiz[®] menu bar, click on the Reports icon.
2. Click on the Open button.
3. Select Memberships in the Report Sub-Categories field.
4. Select Membership Sales by Type report.
5. Enter a date range.

Customer Support 888.809.2802

