
Vlash[®]
eye lash extension

Lash Extension Kit



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LASH EXTENSION KIT SUCCESS KIT[®]

Average Time: 90 to 120 minutes - depends on the experience of the technician and the number of lashes needed.

Products

- ❑ 0.33 oz. Bond 6 Adhesive (C1282TV) (dries in 6 seconds)
- ❑ 0.33 oz. Bond 2 Adhesive (C1281TV) (dries in 2-3 seconds)
- ❑ 0.67 oz. Release Adhesive Remover (C1276TV) (removes lash extensions without affecting guest's natural lashes)
- ❑ 0.33 oz. Extend Lash Sealer (C34038V) (gives lash extension adhesive longer staying power and provides a Teflon-like coating to the lashes which repels dirt, makeup, and excess oils)
- ❑ Microfiber Brushes (C1185TV) (extra fine, fiber tipped – allows precise application of sealer or remover without waste)
- ❑ Tweezers (C1280TV & C1279TV)
- ❑ 20 pairs Lash Extension Eye Pads (C1269TV) (self-adhering, anti-wrinkle – soothes and protects delicate skin under the eyes during eye-lash extension services)
- ❑ 50 Disposable Adhesive Trays (C1188TV) (contains 5 compartments – can use 1 compartment for glue, and another for sealer)
- ❑ Crystal Adhesive Tray (VL052) (perfect for holding glue)
- ❑ 25 Disposable Mascara Wands (C378T)
- ❑ 5 oz. Gentle Foam Cleanser (C1277TV)
- ❑ Handheld Fan (C1275TV)
- ❑ Air Pump (VL051)
- ❑ After Care Instructions
- ❑ Professional Carrying Case
- ❑ 1 Tray 0.15 9 mm-13 mm B-Curl Lashes (VL065)
- ❑ 1 Tray 0.20 9 mm-13 mm C-Curl Lashes (VL067)
- ❑ 1 Tray 0.25 9 mm-13 mm C-Curl Lashes (VL066)
- ❑ 1 Tray 0.25 9 mm-13 mm J-Curl Lashes (VL072)

Additional Recommended Supplies

- ❑ Prep Lash Toner (C1283TV)
- ❑ Standard Mag Lamp or headband style magnifier
- ❑ Disposable Eyelash Comb (C1187TV)
- ❑ Lint-free Pads/or Sponge to place loose lashes on.
- ❑ VLash Beauty Heated Lash Curler (C34038V)

Replacement products and supplies are available through Universal Companies.

****Important: It is recommended that VLash Extensions application be practiced 5-10 times on a mannequin prior to working with guests. A practice set is available for purchase through Universal Companies (C1273TV).***

Always check your state regulations to ensure that you are practicing within the scope of your license.

Preparation

1. Advise your guest to arrive for their appointment without any eye makeup. .
2. Be sure to perform a consultation with your guest prior to applying extensions. A VLash Client Profile Card (VL055) is available. In addition to Client Contact Information and Medical Information, it asks about the following:
 - Number of times guest has had eyelash extensions applied
 - Any reactions to eyelash extensions they may have experienced
 - Are they wearing contact lens today?
 - Any product reactions they may have experienced
 - Any surgical or anesthetic procedure(s) done around the eyes (peels, lash perming, tattoo, etc.) they have had done
 - Information concerning current skin care products

3. Consult with your guest to determine the length and thickness of lashes to be used based on the look she is trying to achieve. Lash lengths vary, so the chosen look can be bold and glamorous (may require as many as 80 lashes per eye) for special occasions, light and natural for daily use, or anywhere in between. Be sure that the guest's natural lashes are at least one-half the length of the extensions.

There are 3 different types of lashes in this kit. Select the type that most nearly matches your guest's lashes.

- B-Curl Lashes – for lashes with a slight natural curl (0.15 mm in thickness) (9 mm – 13 mm in length)
 - C-Curl Lashes – for lashes that are naturally curly (0.20 mm and 0.25 mm in thickness) (9 mm – 13 mm in length)
 - J Curl Lashes – for extremely naturally curled lashes (0.25 mm in thickness) (9 mm – 13 mm in length)
4. If your guest is wearing contact lenses, you may want to recommend that she remove them and wait 2 hours after the service is complete to reinsert them.
 5. Positioning your guest:
 - Have your guest lie back in a reclined position facing the ceiling.
 - Tilt your guest's head back slightly toward you so you can easily see their lashes. Her head should not be tilted forward toward the chin.
 - Make sure your guest is relaxed and comfortable. If necessary, provide support for her neck and place a bolster under the legs, or support for the back.
 6. Drape your guest's upper body with a towel to protect clothing.
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7. Cleanse your guest's eye area and lashes gently, yet thoroughly, with the **Gentle Foam Cleanser**. Be sure to remove all cosmetics and oils from the lashes and lash line. Pat dry with a lint-free pad.
8. *Optional:* Clean the lashes a second time with **Prep Lash Toner**. This product will help the lashes accept the adhesive to strengthen the bond between them and the extensions. Pat dry with a lint-free pad.
9. *Optional:* If desired, you can give the lashes a slight curl prior to applying the extensions using the **VLash Beauty Heated Lash Curler**.
10. Next, ask your guest to look up. Apply a **Lash Extension Eye Pad** to the lower eye area **OVER** the bottom eyelashes. **ALL LOWER LASHES MUST BE COMPLETELY COVERED TO AVOID UPPER AND LOWER LASHES FROM STICKING TOGETHER**. Ask your guest to close her eyes. Tell your guest not to open her eyes for any reason until the procedure is complete and you have given her instruction to do so.



11. Shake the chosen adhesive for at least 20 seconds. Place a few drops of **Bond 6 or Bond 2 Extension Adhesive** in one compartment of a **Disposable Adhesive Tray** or on the **Crystal Adhesive Tray**. Bond 6 Lash Adhesive has a 6 second drying time while Bond 2 Lash Adhesive has a 2-3 second drying time. (Bond 2 should not be used unless technician has extensive experience.)

Positioning

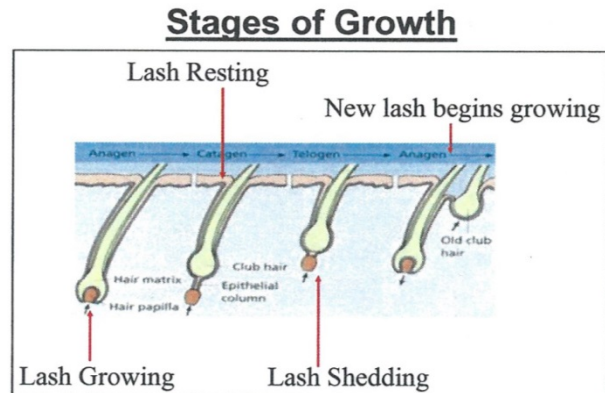
In addition to positioning your guest for comfort, the technician must be comfortable. You will not be able to perform this treatment if you aren't relaxed, balanced, or if your movement is restricted. Success or failure may depend on your position and your comfort level.

- Your guest should be at breast or mid-chest level in relation to your body. She should not be down at waist level or too high up near your chin. Adjust the table to a comfortable level.
- You should not hunch over during the treatment. Set up straight with your feet under the table. If there is not room under the table, position your legs on either side of your chair or stool. Do not sit with your body twisted or cross your legs. If you are having a difficult time seeing over your guest's head, lower the table. If you are hunched over, raise the table.
- Your arms should be resting and balanced alongside your body. Your arms should not be floating. Keep your elbows tucked in. If your elbows are pointing outwards and you are trying to balance with just your hands, pull your arms in close to your side.
- Never float your hands above your guest's face. When working on your guest's left eye, you may need to balance your hand using your ring finger or primary finger (or vice versa if you are left-handed). If absolutely necessary, balance on your guest's nose.
- Cup your hands on your guest's head/face and relax your wrists. Make sure your fingers aren't curled under your palm. Your fingers should not be curled into your palm. They should form a cup so that the tweezers are held parallel against the guest's eye. If you curl your fingers under, the tweezers will be pointing downward toward the bottom lashes. They should be parallel over the brow. If your fingers or wrist are tense, readjust your hands on your guest's face/head and relax. Make sure your movement is not restricted by where your hands are placed or how you are holding the tweezers.
- Your supplies should be placed on the massage table right next to your guest's head. You should not have to stretch to pick up lashes.

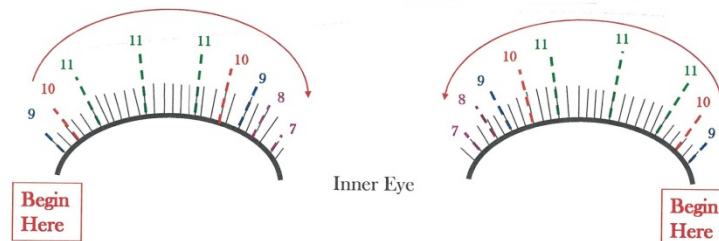
Application

1. Comb your guest's natural lashes out with a **VLash Disposable Eyelash Comb** (C1187TV) to ensure that they are not tangled or overlapping.

2. **VLashes** should be applied to natural lashes that look healthy and are of medium length. This ensures that the natural lash has 50 or more days remaining, and will extend the results of your application. The lash cycle lasts 60 to 90 days. Each hair grows at its own rate, and each hair is at a different point in its cycle. Avoid the shortest lashes as they are young and weak. Apply the lash extensions to your guest's medium length lashes (approximately 75% of your guest's lashes). When the natural lash reaches the end of its growth cycle and is shed, the lash extension will be shed with it.

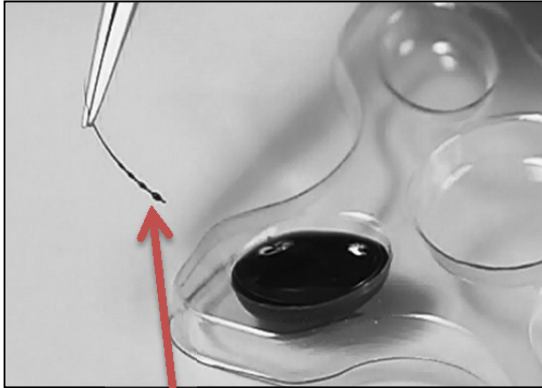


3. You may choose 2-3 lengths for different areas of the lash. When applying lashes, apply the longest lashes in the center of the lash line, and medium to short lashes as you work outward from center to the inner and outer corners of the eyes. Do not apply VLashes to the last few natural lashes in the inner and outer corners of the eye, as this causes irritation to your guest and a loss of lashes.

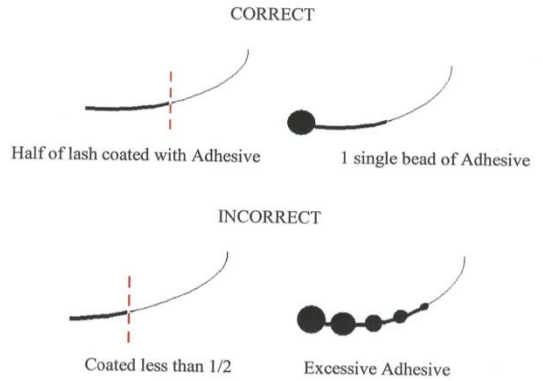


4. The flat portion of a VLash is attached directly atop a natural eyelash, .5 to 1mm away from the eyelid, with the curl in a vertical position. Do NOT attach a VLash directly to eyelid or natural lash base or irritation and loss of lash will occur.
5. Select one of the longest **VLashes** that you will be using (B-Curl, C-Curl, or J-Curl), and remove it from its tray with the straight tweezers. Using your dominant hand, take the tweezers and pick up the tip of the eye lash extension at a 90° angle. Grasp it gently around the upper 1/3 of the lash near the curl. With a sweeping motion, dip the lash into the glue, covering about one-half the lash from the base up. There should be no bulbs of glue on the lash.

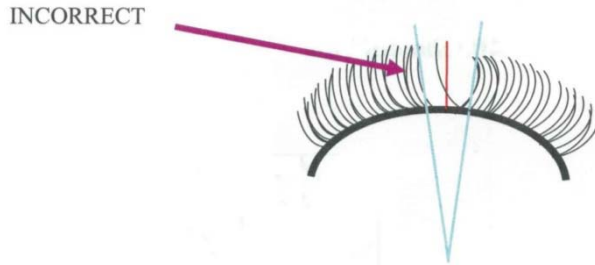
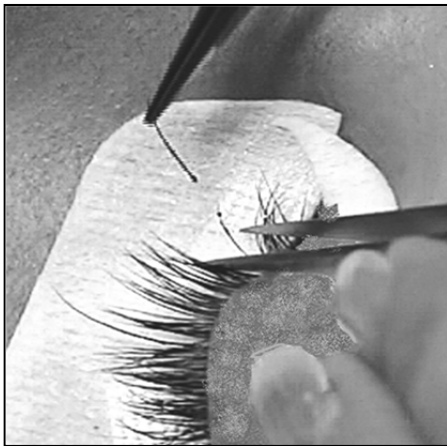
- 6. Dip the base of the **VLash** in the chosen adhesive, coating 1/2 to 1/3 of the lash in adhesive, leaving 1 small bead of adhesive forming on the lash. Too much adhesive creates an unnatural, clumpy look, while too little adhesive will not allow for proper bonding. The exact quantity of adhesive depends on the length of the natural lash that you are bonding to.



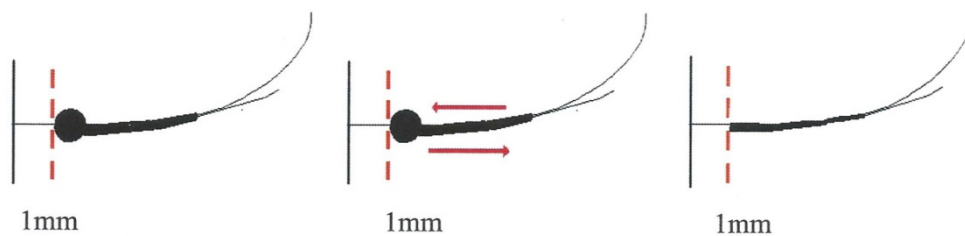
Incorrect – there should be only 1 bead of adhesive.



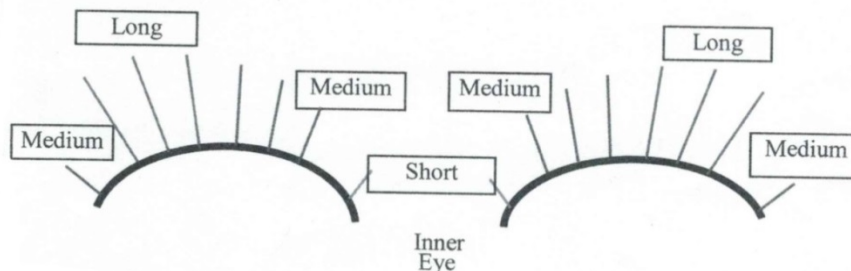
- 7. You will start in the center of the eye for the application of your first lash. Using your non-dominant hand, use the second pair of tweezers to isolate a single natural lash by first grasping the lash, then allowing the tweezers to open on either side of the selected natural lash, pushing neighboring lashes aside. There should be only 1 lash between your tweezers. No lashes should be crossing over the hair. If individual lashes aren't isolated, two or more could become adhered together, which will harm your guest's lashes.



8. Use the chosen adhesive (**Bond 6 or Bond 2**) on the VLash to “brush” the natural lash up and down, coating it with the adhesive. Do not drag the VLash all the way to the tip of the natural lash. Coat only to the natural curve. Then place the VLash over the natural lash 0.5-1 mm (approximately the width of a dime) away from the eyelid. It should adhere easily to the natural lash. Be sure that the curl remains in a vertical position. Note that the tip of the VLash does not meet the natural lash.



9. Wait a few seconds as the glue thickens, then use tweezers to smooth any bubbles or excess adhesive. Hold for a few more seconds, allowing the glue to dry. Be cautious and apply lashes precisely. The **Air Pump** can be used to gently dry the eyelash glue during the extension application.
10. Apply the next lash using the same procedure, approximately $\frac{1}{4}$ inch from the first lash. Spread your application in this fashion to avoid applying lashes too close together without enough drying time, or lashes may stick together.
11. Be sure to separate dry lashes every few minutes using tweezers. This ensures that lashes are not sticking together or to the **Lash Extension Eye Pad**. Do not pull or force stuck lashes apart; it could result in loss of the natural lashes.
12. You may use a couple of drops of the **Release Lash Adhesive Remover** on a damp lint-free pad to remove adhesive residue from tweezers between lash applications, making them easier to work with.
13. Repeat this process, applying, moving to another area, and regularly separating the lashes until application is complete. A full set of **VLashes** is typically 60 lashes, 34 long, 20 medium and 6 short. 6 short lashes should be applied in the inner corner of the eyes, followed by 14 medium lashes, the 34 long lashes in the middle, and balanced by the remaining 6 medium lashes at the outer corner of the eyes. This application technique is both visually appealing and comfortable for the guest. (*Note: as many as 80 lashes may be required for a glamorous effect.*)



14. After application of final **VLash**, comb lashes with your **Disposable Eyelash Comb**. Then use your fingertips to open guest's eyes slightly, ensuring that upper and lower lashes are not bonded.
15. Wait 2 minutes to allow for full drying of adhesive. You may wish to utilize the **Handheld Fan** to help dry the adhesive.
16. Gently remove the **Lash Extension Eye Pads**. Ask your guest to slowly open her eyes.

Sealing

Wait 10 minutes, and then apply the **Extend Lash Sealer** to strengthen the lashes.

1. Place 2 drops of **Extend Lash Sealer** in an empty section of the **Disposable Adhesive Tray**.
2. Have your guest close her eyes. Use a **Microfiber Brush** to generously apply the sealer to each lash from base of natural lash to the tip of the **VLash**. It is okay for the sealer to come into contact with skin and lashes, but **DO NOT** allow sealer to come in contact with the eyes. Apply above and to underside of lashes. Wait 2 minutes and repeat coating for a second time. Allow to dry completely, and then comb lashes.

Lash Removal

1. When necessary, remove lashes one at a time.
2. Remove any makeup and rinse the lashes with water.
3. Place gel patches below your guest's eyes and elevate her head to keep fluid from getting in the eyes. Have her close her eyes.
4. To remove, put a very small amount of **Release Lash Adhesive Remover** on 2 **Microbrushes** and then dab both brushes on a clean cloth to remove excess. It is very important to remove excess **Release Lash Adhesive Remover**, as it should NEVER come in contact with the eyes. This would be a safety hazard and could cause eye irritation.
5. Hold the lash that needs to be removed between the two microbrushes and gently brush the lash a few times to remove the unwanted lash. Do not force the **VLash** from the natural lash.
6. Cleanse the area with water following removal and pat dry.

VLash Extension Aftercare

It is very important for guests to properly care for their VLash Extensions. Be sure to go over the directions on the **After Care and Thank You Card**. Following the after care instructions is vital for maintaining VLashes.

Immediate Care:

- ❑ 1st 24 hours: Do not allow water to come in contact with lashes.
- ❑ 1st 48 hours: Do not steam the face, use steam bath, swim, wash face with hot water, or tan.
- ❑ If possible, your guest should sleep on her back the first night to ensure that while drying lashes don't become tangled.

Daily Care:

Do

- ❑ Use **ONLY** water-based (oil free) eye make-up and eye make-up remover. Use a small cotton-based tipped applicator to gently remove eye makeup.
- ❑ Be gentle while cleansing the eye area – pat the lashes dry. Do not rub, scratch, or pull lashes.
- ❑ Minimize exposure to hot steam (showers and saunas) as well as swimming pools and tanning salons. Constant heat may cause the adhesive bond to weaken.
- ❑ Schedule a touch up session with your VLash Professional. The natural lash life cycle is 60 to 90 days and the eyelash extensions will fall off when the natural lash falls off. Touch ups are recommended to be done every 2 weeks to replace any lashes that may have fallen off during that time.

Don't

- ❑ Use regular, over-the-counter waterproof mascara. If mascara is required (and guests may not need it), use **VLash H20 Extend Mascara** on the tips of the lashes only.
- ❑ Use mechanical lash curlers – they will break both the extensions and natural lashes! Use the **VLash Beauty Heated Lash Curler** to curl **ONLY** the tips of the lashes. **Do not** heat from the root of the eyelashes!
- ❑ Receive acidic facials. Acidic peels such as chemical peels (including alpha and/or beta hydroxyl peels) will dissolve the bonding agent of eyelash extensions.
- ❑ Excessively rub lashes or eyes while washing your face.
- ❑ Use oil-based eye products around or on the eyes. Oil-based products will dissolve the bonding agent of eyelash extensions.
- ❑ Avoid using a cotton swab, cotton balls, or cotton rounds directly on the lashes. Fibers may get lodged in the bond area of the lashes. Use lint free applicators to clean your lashes.

Safety & Hygiene

Safety

- Exercise extreme caution when working near your guest's eyes.
- Ensure that **Bond 2** or **Bond 6 Adhesive** or **Release Adhesive Remover** does not get in the eyes. If product accidentally gets in the eye, flush it with a saline solution immediately and contact a physician.
- Do not "float" your hands above your guest's face. Balance your hands on the face.
- Do not press the tweezers against your guest's eyes.
- Never point the tweezers toward your guest's eyes.
- Always hold the tweezers parallel to the eye and pointing away from the eye.
- Never use the scissors near your guest's eyes.
- Do not snip your guest's lashes.
- If your eyes feel tired or out of focus, stop and relax your eyes for a few minutes.
- If your arms or back become tired, stop and relax for a few minutes. Then adjust your body position.

Hygiene

- To prevent cross-contamination, **DO NOT** reuse micro brushes, gel pads, eye lash combs, or any other supply on more than one person.
- To prevent contamination: after using the micro brush, **DO NOT** reinsert the brush into the bottle of **Release Adhesive Remover** or into a bottle of saline.
- Thoroughly clean and disinfect all tools between services. Be sure to follow your state's guidelines.

Spa Prescription

Increase revenue after this wonderful treatment by prescribing complementing home-care products and in-spa treatments. The handy *SpaScriptive*® pad (CL75) is easy to fill out, easy for guests to follow, and allows you to keep a copy for your records.

Recommended Follow-Up Spa Treatment

- A "Re-Lash" Application is recommended every two to four weeks to maintain the appearance of VLashes and replace any lashes that have been naturally shed. As part of their growth cycle, natural lashes are shed every 60 to 90 days. They are replaced with a new eyelash. A person's lashes are all at different points in their cycle. Fill-ins will be needed to replace the lashes that have been shed. Fill-in appointments will take less time and be less expensive.

Recommended Home Care Products

- ❑ VLash H20 Extend Mascara (C1274TV) - designed specifically for use with VLash Extensions. Removes easily with water and will not reduce the life of the extensions. Remind guests **NOT** to use waterproof mascara.
- ❑ VLash Fantasy Lash Conditioner (C1216TV) - enhances natural lash length, strength, and thickness, making it an ideal treatment prior to and in between VLash Extension applications.
- ❑ VLash Beauty Heated Lash Curler (C34038V) – remind guests **Not** to use mechanical eyelash curlers. Mechanical Curlers can cause the extensions to be pulled from the follicle. This can damage natural eyelashes and could prevent future growth of the eyelashes.
- ❑ Eye Colours, Eye Definers from Mirabella
- ❑ Gel eyeliners, Sugar Stuck on You, and glitter from Cailyn

Complementary Treatments

- ❑ Brow Shaping
- ❑ Lash & Brow Tinting (Success Kit KMU401 available) – can be performed on eye area and natural lashes a few days prior to the Lash Extension Application for youthful eyes and an even bolder lash look. Brow tinting can be performed at any time. Note: Tint natural lashes Deep Black to match lash extensions.

Tips for Making VLash Enhancements a Truly Special Treatment

- ❑ While the guest is still, upgrade the service with a warm shoulder wrap and an Eco-Fin hand and foot treatment (Success Kit KMU275). The Eco-fin mitts and booties can be removed and the hands and feet massaged during the ten minutes prior to applying the Sealer to lashes.
- ❑ Offer the guest a blanket during the treatment to keep them warm and comfortable.
- ❑ Place an herbal neck wrap around your guest's neck during the treatment.
- ❑ Before the treatment, do a lymphatic drainage massage around the eyes.
- ❑ If your guest is suffering from puffy eyes, chill the eye pads before applying.

Creating Interest in the Treatment

- ❑ If two or more technicians are performing VLash Extensions in your spa, practice by applying the lashes to each other and your reception and retail team, stylists, or any other staff that work with customers so that they can show off their VLashes!
- ❑ Display Before and After photos in your retail area or relaxation areas.
- ❑ Include retail items such as Gentle Foam Cleanser, VLash Mascara, VLash Fantasy Lash Conditioner, eye shadows, eye liner, etc. in the display.

Creating Spa Ambiance

- ❑ Tuck towels and other supplies out of sight so that your guest is not distracted by utilitarian objects.
- ❑ Place your trash can out of sight and prop the lid open slightly so that the lid won't clang every time you throw something away. The lids of Universal Companies' trash cans have this feature (propping).
- ❑ Have a tabletop fountains operating in the treatment room.
- ❑ During the treatment, play music from the *Prescriptive Music*® collection to enhance this getaway for the mind and body.
- ❑ Light an aromatherapy candle to set the desired mood.
- ❑ As an alternative aromatherapy experience, use a soapstone diffuser. A battery-operated unit with a plug-in option is also available.
- ❑ Have a salt lamp operating in the room to cleanse the air.
- ❑ If state/local regulations prevent you from using actual candles, try an LED candle. They provide a long-lasting random light that simulates a wax candle flame perfectly.

Creating Retail Opportunities

- ❑ Have retail sizes of each of the recommended home-care products on hand. After the treatment, utilize the *SpaScriptive*® Pad for prescriptive selling, describing the benefits and usage of each of the Home Care Products:
- ❑ If you sell eye makeup/lipstick, include those items in your display.
- ❑ If the guest expresses interest in purchasing one or more of the products, take the product from the display and walk with the guest to the next treatment room or to check out. If they are going to have another treatment, take the product(s) directly to checkout so that they will be there for the guest when they are ready to leave.
- ❑ Offer a complimentary make over to go along with your guest's gorgeous new eyes. You are almost certain to make multiple retail sales.

Additional Information to Help Sell Recommended Retail Products

Product	Tips to Sell	Usage
VLash H2O Extend Mascara	Water soluble, specially formulated for eyelash extension wearers. Safe to wear daily. Long wearing and smudge free.	Use daily.
VLash Fantasy Lash Conditioner	Nourishes, softens, and helps naturally strengthen lashes. Hypoallergenic. Will not cause irritation to the eye or skin. Note: Does not promote eyelash growth.	Use daily.
VLash Beauty Heated Lash Curler	Perfect for curling tips of lashes any time, any place.	

Product	Benefits
Mirabella® Eye Colours	<ul style="list-style-type: none"> ❑ Unique colors in an alluring array of intense shimmer, sheen, and matte pressed mineral eye shadows. ❑ Paraben-free ❑ Talc-free
Mirabella® Eye Definer	<ul style="list-style-type: none"> ❑ Richly colored eye pencils. ❑ Glide on smoothly for a perfectly precise look. ❑ Paraben-free
Cailyn Gel Eyeliners	<ul style="list-style-type: none"> ❑ Long-lasting. ❑ Smudge-proof. ❑ Offers perfectly smooth lines and easy touch-ups. ❑ Non-irritating, clinically tested, allergy tested.
Cailyn Sugar Stuck on You & Glitters	<ul style="list-style-type: none"> ❑ Offers glitz and glamour of glitter without the mess ❑ Long lasting, smudge-proof.

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