Fill the sets you actually want

Choose one set type, confirm real openings and make the first set easy to book on a phone.

Type in the fields or print. Save your copy; keep client details in your normal business system. Sensitivity, suitability and fill timing are the lash artist's professional call.

1 Choose a service and confirm capacity

Set type as named in the booking menu

Artist

Plan start date

Review date

First set minutes

Consultation and cleanup minutes

Total block minutes

Count full blocks inside each uninterrupted opening. Shorter gaps can go to fills but will not fit a new full set. Keep fill time reserved for existing clients.

Date	Opening start / end	Usable minutes / block minutes	Full sets / start times

Total verified first-set openings

Supplies checked

Show proof and make booking easy

Look at your profile and booking page as a stranger would, on a phone.

2 Check the portfolio and first-set page

- [ ] Photos are your own work, well lit, from consistent angles.
- [ ] Style names in photos match the booking menu.
- [ ] First-set length, preparation, fill policy and cancellation terms are visible.
- [ ] Visitors can ask a question; sensitivity questions go to the artist.

Photos to add or retake, and by when

Date tested / broken step or unanswered question

3 Improve one way nearby clients find you

Channel

Select...

Destination link

A useful reply to a first-set question, with real times offered

Plan the first fill and review

Four weeks is a planning period, not a promised result. Keep following fills after it ends.

4 Turn the priorities into scheduled actions

Focus	Your action / evidence	Date
1. Confirm openings		
2. Refresh portfolio		
3. Improve one channel		
4. Book first fills		

5 Review the same inquiry group

Inquiry dates: from / through

Source / crediting rule

Unique new inquiries

First sets booked

First sets attended

First fills booked

First fills attended

Next review date

What the records show; one next change

Count each person once per stage. A booked fill is not an attended fill; keep new and returning clients separate.