**Coronavirus Relief & Support Steps**

Below are some steps to take to be proactive due to this unprecedented situation that we face. Now is the time to act. Please contact us with further questions as you need!

 ▪ Recommend to your team that they contact any creditors they owe money to and claim economic hardship and ask for relief on payments

 ▪ Have them take all bills off auto payment to control cash

 ▪ Unemployment Insurance (See other template for more detailed information)

 ▪ Contact your business insurance and see what they can offer you to provide support you with any emergency relief assistance

 ▪ Go to http://www.sba.gov and look into a small business disaster relief loan due to Covid-19. You can also call them at 1-800-659-2955 or email them at disastercustomerservice@sba.gov They offer loans and also have 68 district offices nationwide to provide support and counseling on disaster preparedness.

 ▪ IRS has pushed it’s filing date from April 15th to July 15th. If you are on a payment plan you may qualify for a one-month break in payment. Call 1-800-829-8374

 ▪ LIHEAP: Offers support and funds to cover utilities https://www.acf.hhs.gov/ocs/programs/liheap/about

 ▪ United Way COVID 19 Community Economic Relief Fund: Call 1-866-211-9966. They will help with bills, rent and food. Call the number and provide a zip code and you will be given a list of local agencies to aid

 ▪ Families First Coronavirus Response Act (H.R.601) A bill that offers companies to give team members paid sick leave up to 10 days based on the average daily wages of the employee. Self employed people can also qualify. https://www.probeauty.org/docs/default-source/coronavirus-documents/familiesfirstcoronavirusresponseact.pdf?sfvrsn=60058ca9\_2

 ▪ Reach out to your credit card processing company to see if they offer loans based on transaction volume

 ▪ As an owner, if you pay yourself a paycheck then you may be able to apply for unemployment

 ▪ Contact your landlord where your business is located and see what relief they can give you on rent payments.

 ▪ Communicate to clients that they are welcome to buy gift cards for upcoming services or pay in advance to help a stylist in need. Even if they buy multiple visit at 25% off it puts cash in your hands and your teams. If you do, keep detailed track of who they are so you can pay the commission to the correct team member

 ▪ Offer curbside pickup for retail products at 10% off

Stay updated on the following legislation and petitions:

 • Families First Coronavirus Response Act (H.R.601). A bill put forth in the house to provide relief and support to families effected economically due to business shutdown from this outbreak.

 • PBA FICA Tip Relief. A bill providing support to salons to get relief on paying excessive payroll tax.

 • Covid 19 Petiton for Federal Aid through Change.Org. Over 880,000 signatures and counting