

## Introduction

This document describes how the Indiegirl special pricing program for technicians works. Nail Technicians must log into to a valid account in order to be eligible for special discounted pricing.

## How to Register as a Nail Technician

- Navigate to [www.indiegirlbeauty.com](http://www.indiegirlbeauty.com)
- Click on *My Account* in the top left corner
- Use the *Register* form to create a new account with your email address.
- Verify the account by checking your email and clicking on the link
- Contact [sales@indiegirlbeauty.com](mailto:sales@indiegirlbeauty.com) and provide the email address you used to register to request approval to participate in the Nail Technician Pricing Program.
- You will be notified by a team member once the account has been authorized for the discount.

## How to Shop as a Nail Technician

- Navigate to [www.indiegirlbeauty.com](http://www.indiegirlbeauty.com)
- Click on *My Account* in the top left corner
- Use the *Login* form to log in with the credentials you created
- Once logged in, you will automatically see special *Wholesale Pricing* as in the image below.



## Administrators - How to Authorize a Nail Technician

- Navigate to [www.indiegirlbeauty.com](http://www.indiegirlbeauty.com)
- Click on *My Account* in the top left corner

- Use the *Login* form to log in with the credentials you created
- Navigate to the [Manage Users](#) page
- Use the search box near the right to search for a user by name or email
- Mouse over the user's name and choose *Edit*
- Locate the Role field and use the drop-down to select *Nail Technician*
- Save the page
- Notify the user via email that they are now authorized to make purchases as a nail technician