

How to set up your shop, build a roster and bill your chairs

For owners of barbershops, salons, beauty studios and suites who rent chairs to service providers.

Standard Operating Procedure · arisgrooming.com

Every step includes a screenshot. Follow them in order — no tech experience needed.

What's in this guide

1. Create your ARIS account
2. Apply as a shop
3. Set up your shop profile
4. Photos, media & map
5. Connect Stripe (get paid)
6. Build your roster
7. Set chair fees & bill your chairs
8. Shop hours & closures
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12. Money: what you collect and what you pay
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Two money rules that apply everywhere in ARIS:

1. Clients pay **you** — ARIS takes **0%** of subscriptions, add-ons, or tips (only Stripe's processing fee applies).
2. You pay ARIS one **flat monthly platform fee**, and it only starts after you get your first paying subscriber.

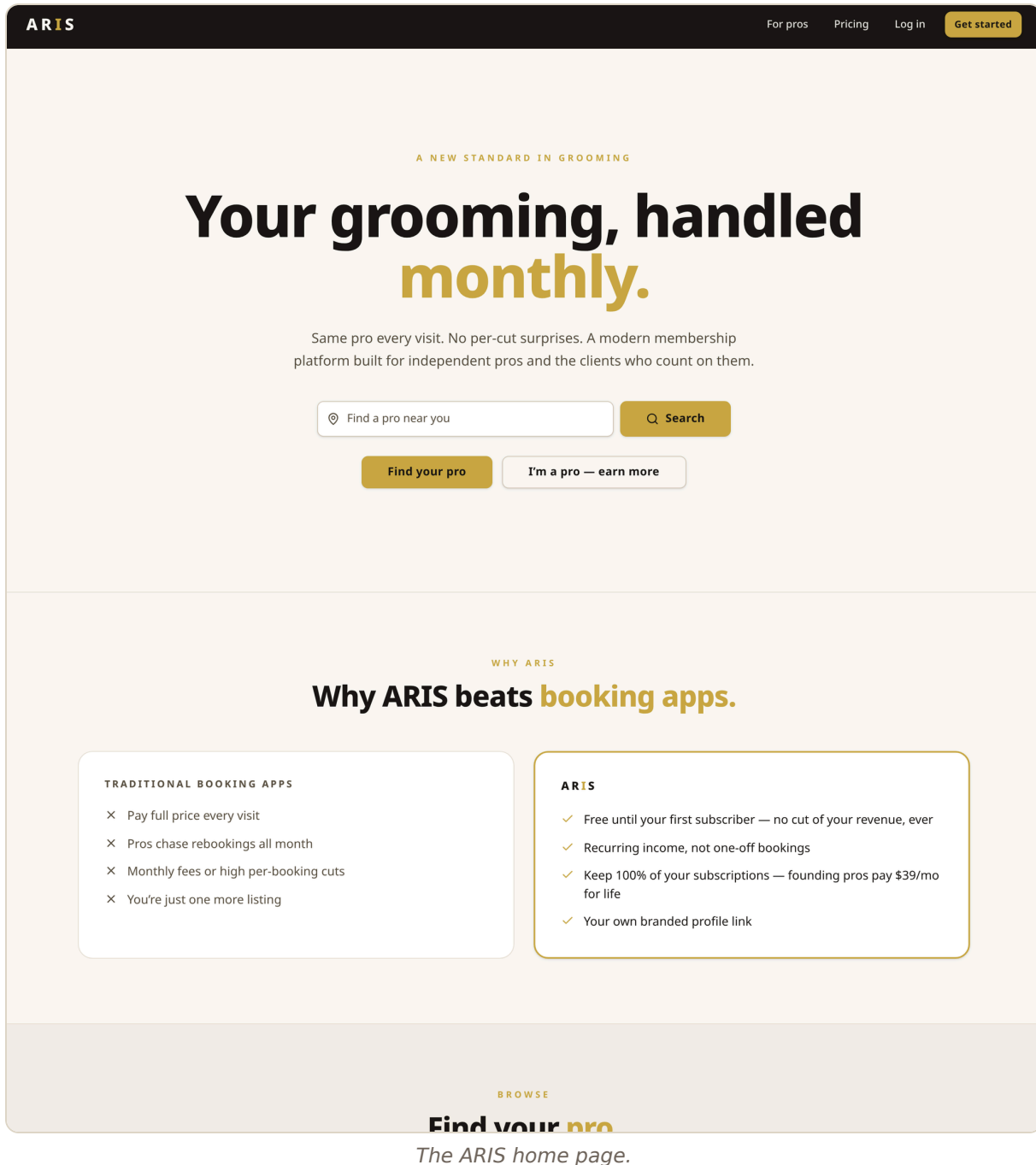
Read this first — how a shop makes money on ARIS

- **Shops do not sell client subscription tiers.** Each provider on your roster sells their own tiers to their own clients and keeps 100% of that money.
- **You charge your providers a chair fee** — weekly, bi-weekly or monthly — and you set the amount per person. ARIS bills their card automatically and pays it to your Stripe account.
- **Add-ons** bought by a client of your shop are paid to the provider who performs the service, not the shop.
- **Tips** go to the team member who earned them.
- ARIS charges you one **flat monthly platform fee** for the shop — no percentage of anything.

1. Create your ARIS account

Step 1.1 — Open the website

- Open a browser and go to **arisgrooming.com**.



Step 1.2 — Create the account

- Tap **Sign in** (top right), then tap the **Create account** tab.
- Enter your full name, date of birth, mobile number, email and a password of at least 8 characters.
- Tap **Create account**, then open the confirmation email and tap the link inside.



Sign in

Create account

Full name

Date of birth

MM/DD/YYYY



Determines tier eligibility.

Phone (optional)

(404) 555-0100

Email

Password

Create account

By creating an account you agree to our [Terms](#) and [Privacy Policy](#).
You'll receive booking-related emails. SMS notifications are off until
you opt in from settings.

The Create account form.

Use an email **you** control as the owner — chair-fee receipts, payout notices and join requests all go here.

2. Apply as a shop

Step 2.1 — Open the shop application

- Signed in, go to **arisgrooming.com/shop-apply**.
- Beauty studios/salons: **arisgrooming.com/shop-apply?vertical=beauty**.

 ARIS

List your barbershop

Tell us about your shop. After approval you can invite your team of barbers, set hours, and configure memberships.

Which ARIS vertical? **ARIS Grooming** ARIS Beauty

Shop type
Barber

Shop name

About the shop
Briefly describe your shop, team, and services.

Phone

Instagram

Shop address

City

Submit shop

Looking to apply as an individual provider instead? [Apply as a barber](#).

The shop application form.

Step 2.2 — Fill it in

Field	What to enter
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Shop name	Your business name as it appears on the door.
About	2–3 sentences on the shop, the vibe and services offered.
Instagram	The shop's handle, no @.
Address / City	Full street address — this places your pin on the map.
Contact email / phone	How clients and providers reach the shop.

Step 2.3 — Submit

- Tap **Submit application**. An ARIS admin reviews it, usually within one business day.
- You'll get an approval email; your shop dashboard unlocks right after.
- Meanwhile you can tap **Preview an example dashboard** to explore with sample data.

3. Set up your shop profile

After approval, sign in and go to **arisgrooming.com/shop** (beauty studios: **/beauty-shop**).

The screenshot shows the ARIS SHOP dashboard for a shop named "Sharp Line Barbershop" located in Atlanta, GA. The dashboard is divided into several sections:

- Header:** Includes the ARIS SHOP logo and navigation tabs: CLIENT, BARBER, BEAUTY, SHOP (active), BEAUTY SHOP, ADMIN, EARNINGS, PLAN, REFER. The user is logged in as "you@example.com".
- Shop Portal:** Displays the shop name "Sharp Line Barbershop" and location "Atlanta, GA · ARIS Grooming". It includes buttons for "Public page", "Settings", and an "APPROVED" badge.
- Example Preview:** A yellow banner stating "You're viewing sample data so you can see how this dashboard looks with an active profile. Changes aren't saved." with an "Exit preview" button.
- FINANCIALS:** A section with a "LIVE" indicator, containing several cards:
 - BARBERS ON ROSTER:** 2 (6 active subscribers).
 - ROSTER RECURRING REVENUE:** \$420.00 (Earned by your barbers — paid to them directly).
 - SHOP INCOME:** Chair fees (Set what each provider pays you below).
 - CUTS COMPLETED (MTD):** 18 (\$74.00 tips this month).
 - TIPS COLLECTED (ALL-TIME):** \$312.00 (100% of tips go directly to each barber. Shops never collect tips — ARIS takes 0%).
 - ARIS PLAN (FLAT MONTHLY):** \$100/mo (Founding shop rate, locked for life (standard is \$150). Free until your first subscriber — ARIS takes no cut of subscriptions or tips).
- Founding member:** A yellow banner stating "You keep 100% of your subscriptions and are locked in at \$100/month for life (standard is \$150) — thank you for being early."
- PAYOUTS (STRIPE):** A section with a "CONNECTED" badge, stating "Payouts enabled. The shop keeps 100% of subscription revenue and tips — ARIS takes no cut (Stripe processing fees apply)."
- CHAIR FEES:** A section with a "PROJECTED / MONTH" badge showing \$1383.33. It includes a form to set the default fee (\$250.00) and billing cycle (Monthly). Below this is a table of barbers and their fees:

Barber	Billing Status	Fee	Action
Dre Coleman	Billing active	\$300.00/month CUSTOM	Edit
Marcus Lee	Billing active	\$250.00/week	Edit
- SHARE YOUR PROFILE:** A section with a "LISTED" badge.

The shop dashboard header with the APPROVED badge and Settings / Public page buttons.

Step 3.1 — Open the Public profile card

- Scroll to **PUBLIC PROFILE**.

PUBLIC PROFILE

This is what clients see on your shop page.

Provider type

Barbershop

Shop name

Sharp Line Barbershop

Instagram handle

sharpinebarbers

Bio

Classic barbershop with modern cuts, hot-towel shaves, and a walk-in friendly vibe.

Photo URL

https://...

Address

120 Peachtree St NE

City

Atlanta, GA

Phone

Specialties (comma-separated)

Fades, Beards, Kids cuts

Save profile

The shop's public profile card.

Step 3.2 — Complete every field

- **Shop name** and **About** — keep the description short and specific.
- **Instagram handle** — handle only, it becomes a clickable link.
- **Logo / cover photo** — tap Upload and pick a clean, well-lit image.
- **Address and City** — must be exact; clients tap it to open directions.
- **Contact email and phone** — leave blank to hide them.
- Tap **Save profile**.



4. Photos, media & map

Step 4.1 — Upload shop photos

- Scroll to **PHOTOS & MEDIA** and tap **Upload**.
- Add 5-10 photos: storefront, interior, stations, and finished work.
- You can also paste an Instagram or YouTube link to embed a video tour.

PHOTOS & MEDIA



Storefront and workspace photos shown on your public page.

Photos & media — the shop gallery and media embeds.

Step 4.2 — Check your map pin

- Scroll to **LOCATION ON MAP** and confirm the pin sits on your building.
- If it's off, correct the address in the Public profile card and save again.

LOCATION ON MAP

Add an address and city above to place your shop on the map.

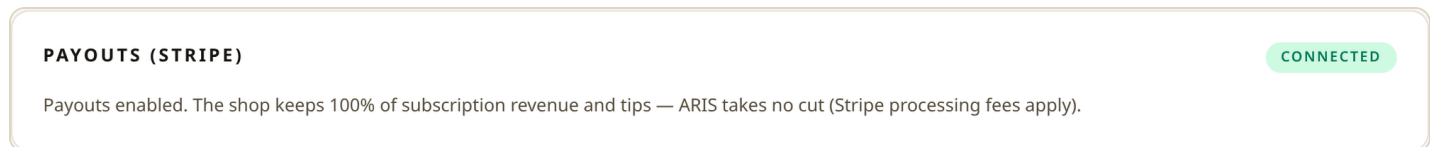
Location on map — verify the pin before you share your page.

5. Connect Stripe (so chair fees reach your bank)

Chair fees are collected by Stripe and paid into your shop's Stripe account. Set this up before you bill anyone.

Step 5.1 — Open the Payouts card

- Scroll to **PAYOUTS (STRIPE)** on the shop dashboard.



Payouts (Stripe) on the shop dashboard.

Step 5.2 — Complete Stripe onboarding

- Tap **Connect Stripe**; a Stripe page opens in a new tab.
- Choose **Business** when Stripe asks about the account type.
- Have ready: business legal name, EIN (or SSN if you're a sole proprietor), business address, your date of birth, a photo of your ID, and your business bank routing + account numbers.
- Verify the phone code Stripe texts you.

Step 5.3 — Confirm

- You're returned to ARIS. Tap **Refresh status**.
- The badge must read **CONNECTED** with payouts enabled before chair-fee billing can run.

6. Build your roster

Only approved ARIS providers can join a roster. There are two ways to add them.

Option A — You add them

- Scroll to **BARBERS ON ROSTER** (or PROVIDERS ON ROSTER).
- Type the provider's name in the search box.
- Tap **Add** next to the right person. They appear on the roster immediately.

LOCATION ON MAP

Add an address and city above to place your shop on the map.

Roster card — search a provider and tap Add.

Option B — They request to join

- Send them your public shop link. On your shop page they'll see a **Join this shop** box and tap **Request to join**.
- Their request lands in **JOIN REQUESTS** on your dashboard.
- Tap **Approve** to add them to the roster, or **Decline**.

JOIN REQUESTS

1 PENDING

Jordan Ellis asked to join your roster · Atlanta, GA

Approve or decline here

Join requests — approve or decline each provider.

Removing someone

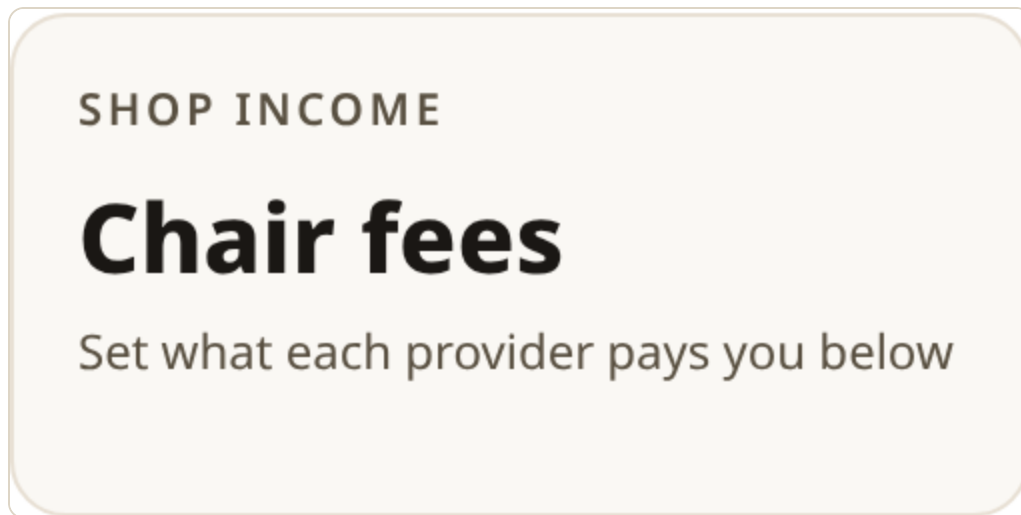
- On the roster row, tap **Remove**. They keep their own clients and subscriptions — only the shop link and their chair fee end.

7. Set chair fees & bill your chairs

This is how the shop earns. You set the amount and how often it is charged, per provider.

Step 7.1 — Open Chair fees

- Scroll to **CHAIR FEES**. The top of the card shows what you're collecting and how many chairs are billing.



The Chair fees card.

Step 7.2 — Set a fee for each provider

- Under **PER BARBER** (or PER PROVIDER) find the person's row.
- Type the dollar **amount** (no \$ sign).
- Choose the **interval**: Weekly, Bi-weekly or Monthly.
- Tap **Save** on that row. Each provider can have a different amount and interval.

CHAIR FEES

PROJECTED / MONTH
\$1383.33

Default fee (\$)

250.00

Billed

Monthly

Save default

PER BARBER

Dre Coleman
Billing active

\$300.00/month CUSTOM

Edit

Marcus Lee
Billing active

\$250.00/week

Edit

Per-provider chair fee: amount, interval, status and Save.

Step 7.3 — The provider adds a card

- Once you save a fee, the provider sees a **Chair fee** card on their own dashboard and is asked to **Add payment method**.
- Until they add a card their status shows **No card on file** and nothing is charged.
- After the card is added the status becomes **Billing active** with the next charge date.

Step 7.4 — Watch the statuses

Status	Meaning	What to do
Billing active	Charging on schedule.	Nothing.
No card on file	Provider hasn't added a card.	Remind them to open their dashboard and add one.
Past due	The last charge failed.	They must update their card; ARIS retries automatically.
Paused	Repeated failures.	Billing stops until a working card is added.

Changing a fee mid-cycle takes effect on the next scheduled charge, not retroactively. Tell your provider before you change their rate.

8. Shop hours & closures

Step 8.1 — Set shop hours

- Scroll to **SHOP HOURS**.
- Toggle each open day ON and set open/close times. Leave closed days OFF.
- Tap **Save hours**. These show publicly and frame your team's bookable slots.

SHOP HOURS
When your shop is open. Individual providers still set their own working hours.

☐ Sun	09:00 AM	–	05:00 PM
☒ Mon	09:00 AM ⌚	–	07:00 PM ⌚
☒ Tue	09:00 AM ⌚	–	07:00 PM ⌚
☒ Wed	09:00 AM ⌚	–	07:00 PM ⌚
☒ Thu	09:00 AM ⌚	–	07:00 PM ⌚
☒ Fri	09:00 AM ⌚	–	07:00 PM ⌚
☒ Sat	09:00 AM ⌚	–	07:00 PM ⌚

Save hours

Shop hours — one row per day.

Step 8.2 — Holidays and closures

- Scroll to **TIME OFF & CLOSURES**.
- Set a start and end date/time, pick a reason, and tap **Add time off**.
- Use **Close next 1 / 3 / 7 days** for sudden closures (weather, repairs).
- Closures show on the public page so clients don't arrive to a locked door.

TIME OFF & CLOSURES

Block days when you're unavailable. Clients see the reason on your booking page.

Starts

mm/dd/yyyy, --:-- --



Ends

mm/dd/yyyy, --:-- --



Reason

Vacation



Note (optional)

Add details clients should know



Add time off

UPCOMING CLOSURES

Sun, Sep 6, 9:00 AM → Mon, Sep 7, 11:00 PM

Holiday weekend



Fri, Sep 18, 1:00 PM → Sat, Sep 19, 10:00 PM

Training



Close next 1 day

Close next 3 days

Close next 7 days

Shop closures — block dates the whole shop is closed.

Each provider also sets their own working hours and time off. Shop closures apply on top of individual schedules.

9. Add-on services in a shop

Add-ons are one-time extras a subscribed client can buy. In a shop, the money goes to the **provider who performs the service**.

Step 9.1 — Review shop add-ons

- Scroll to **ADD-ON SERVICES** on the shop dashboard to see what's offered under your roof.
- Tap **New add-on** to create one (name, price, short description) and **Save**.

Add-on services

One-time paid services your subscribed clients can buy on top of their plan. Charged separately from subscriptions — you keep 100%, just like your subscription revenue. Add-ons belong to the barber who performs them — each barber on your roster sets their own, and the payment goes straight to that barber's payout account. Shop and direct subscribers can buy them from the shop page.

New add-on

Beard sculpt + hot towel

\$15.00

Edit

Line-up between visits

\$10.00

Edit

Offer an add-on to a subscriber

Send a client an approval request. They confirm in their app and we charge their card on file.

Offer add-on

Add-on earnings

\$15.00

GROSS

\$0.00

PLATFORM FEE

\$15.00

NET

Beard sculpt + hot towel

8/29/2026 · paid

\$15.00

-\$0.00 fee

Add-on services on the shop dashboard.

Step 9.2 — How the payment routes

1. The client confirms the add-on in their app.
2. The card saved with their subscription is charged automatically — no re-entering details.
3. The payment is sent to the Stripe account of the provider the client is assigned to.
4. The shop does not take a cut of add-ons; the shop's income is the chair fee.

A provider must have Stripe connected before their add-ons can be charged.

10. Share your shop

Step 10.1 — Get the link

- Scroll to **SHARE YOUR PROFILE** and copy your public shop link.
- Or tap **Public page** at the top of the dashboard to open it.

SHARE YOUR PROFILELISTED

Your public page: arisgrooming.com/@sharp-line-barbershop
Visible in discovery search and shareable with clients.

Share your profile — the shop's public link and LISTED status.

Step 10.2 — Where to put it

- Shop Instagram bio and Google Business Profile website field.
- Printed QR code at the front desk and on each station mirror.
- In every provider's own bio, so their clients see the shop.

Step 10.3 — Recruit providers with it

- Send the same link to pros you want on your roster — they can tap **Request to join** right there.
- Tell them your chair fee amount and interval up front so there are no surprises.

11. Tips & team performance

Tips by team member

- Scroll to **TIPS BY TEAM MEMBER** to see who is being tipped and how much.
- Tips are paid directly to the team member — the shop takes nothing.
- Use this as a coaching tool: low tips usually means slow service or weak finishing.

TIPS BY TEAM MEMBER		THIS MONTH
Dre Coleman		\$46.00
Marcus Lee		\$28.00
Tips go straight to each barber — ARIS takes no cut.		

Tips by team member.

Subscribers across the shop

- The **SUBSCRIBERS** card shows subscription activity connected to your shop's providers.
- Use the status filters to spot Past due or Cancelled memberships early.

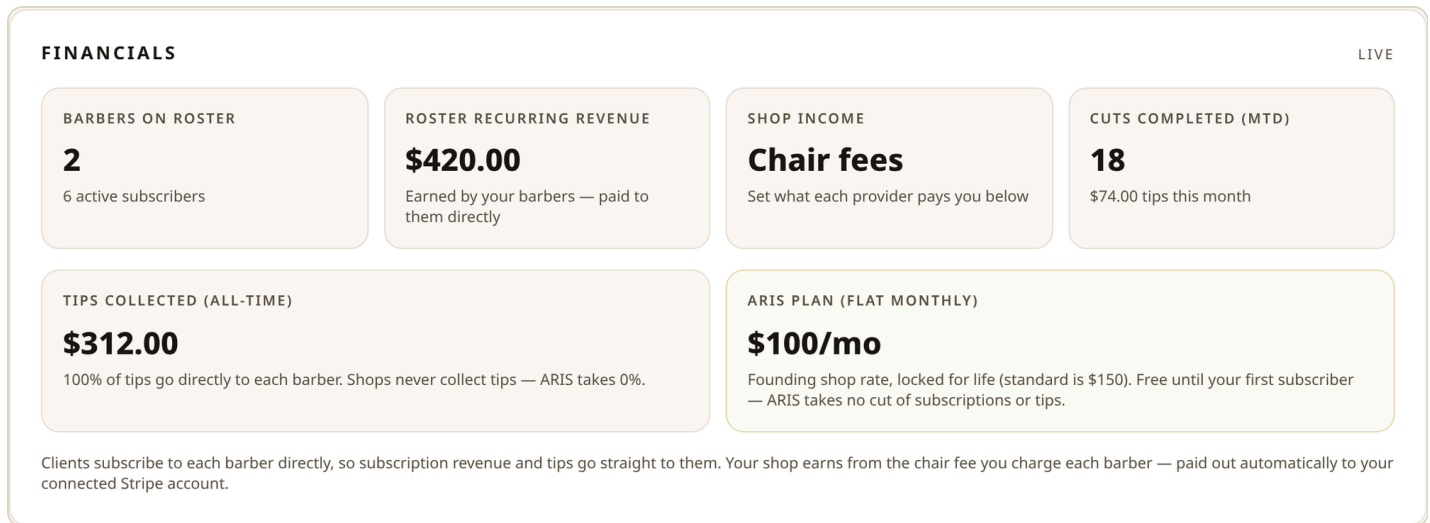
SUBSCRIBERS		6 ACTIVE
Alicia Turner · Dre Coleman		Premium · \$120.00/mo
Devin Brooks · Marcus Lee		Standard · \$65.00/mo
Simone Clarke · Dre Coleman		Standard · \$65.00/mo

Subscribers view with status filters.

12. Money: what you collect and what you pay

What you collect

- Chair fees from every provider on your roster, on the schedule you set.
- Stripe deposits them into your business bank account automatically.



Shop financials: chair fee income and totals.

What you pay ARIS

Plan	Fee
Founding Shop (early members, locked)	\$100 / month
Standard Shop	\$150 / month

- Flat fee only — ARIS takes **0%** of chair fees, subscriptions, add-ons or tips.
- The fee begins once your shop is active with paying activity; see it under **Plan** in the top navigation.
- Stripe's card-processing fee is deducted by Stripe on each transaction.

Keep a working card on file for the platform fee. Repeated failures pause the shop and hide your page.

13. Quick checklist

- ☐ Owner account created and email confirmed
- ☐ Shop application submitted and approved
- ☐ Shop name, about, address, contact and Instagram saved
- ☐ 5+ photos uploaded and map pin verified
- ☐ Stripe shows **CONNECTED** for the shop
- ☐ Every roster provider added or approved
- ☐ A chair fee amount + interval saved for each provider
- ☐ Every provider has a card on file (status = Billing active)
- ☐ Shop hours saved and upcoming closures entered
- ☐ Shop link in the Instagram bio and a QR code at the desk

Questions? arisgrooming.com/contact, or book a free 1-on-1 walkthrough at arisgrooming.com/walkthrough.