

Vision Hair Extensions

Training Guide for Professionals 2020

Instructions for:

Beaded Row/Hand Tied Wefts
Keratin/Fusion Hair Extensions
Tape-In Hair Extensions

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Vision Hair Extensions

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Hair Extension Classes

Vision has ongoing classes for all techniques. Classes are private and can accommodate 1-3 people. Call to get more information and schedule a class.

Disclaimer

Hair extensions should only be applied by licensed professionals. Check with your local "State Board of Cosmetology" for more information. The "Hair Extension Training Guide for Professionals" is a resource for information only. Use at Your Own Risk. This information does not guarantee that you will be able to get or apply hair extensions properly. Rather, it gives you enough information to help you make better hair extension decisions.

Hair Extensions 101

Information every hair professional should know about the hair extension profession. This is a great business to be in. People around the world are fascinated with hair extensions. As a professional you will be asked all kinds of questions relating to many different types of extensions. Keep yourself educated by staying on top of the latest trends and the tried and true techniques. If you can answer questions with knowledge you will gain your client's trust.

What Kind of Hair Makes Extensions?

Hair comes in many different qualities and from many different sources. The following will give you the information needed to make informed choices when purchasing hair for extensions.

Remy (remi)/Cuticle Correct Hair - Remy hair is the best type of hair to purchase for hair extensions. Unfortunately many companies today are calling their hair remy and it is not really remy. True remy hair has been carefully braided or tied before being cut from the donor's head. This keeps all of the cuticles aligned, thus eliminating tangling and matting. The hair needs to be carefully handled through all coloring processes to keep the cuticle aligned. Real remy hair should last 3-6 months if it has been chemically textured or lightened to a level 6 or higher and 6 months to 2 years if the color is level 5 or darker with no chemical texture.

Non-Remy/Fallen or Brushed Hair – This is the cheapest hair available and is not recommended for long term wear. Non-remy hair is collected from cutting room floors, hair brushes and anywhere else long hair can be found. It is then thrown in a vat of acid to wash away as much of the cuticle as possible to try to prevent tangling, (with no cuticle the hair swells terribly with washing and humidity). At this point coloring will take place. The hair is then put in a silicone bath to make it shiny and feel beautiful. The hair is then aligned and put into wefts, keratin tips or bulk. If a texture needs to be permed into the hair more silicone will need to be added. Chinese hair is the best hair to go through the acid bath because of its strength.

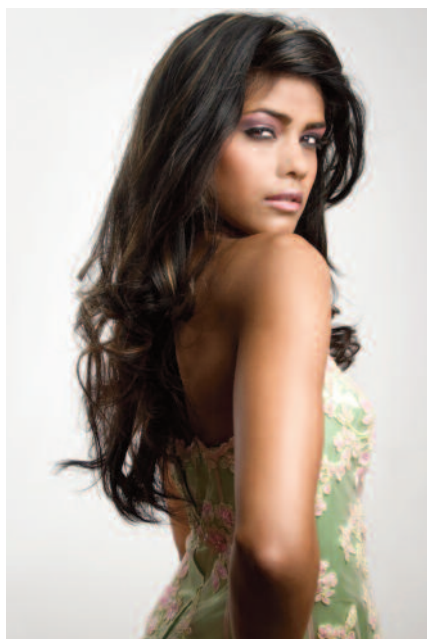
There are some companies who are very good at this process and can produce a product with minimum tangling. The trick for them is to get the entire cuticle off without the acid destroying the hair. Any remaining cuticle will cause matting and tangling as soon as the silicone is washed away.

Single Drawn-This hair has been placed in a pony tail or braid and then cut from the donor's head. At this point the very shortest hairs are removed, (the shortest hairs are "drawn" out, hence the name single drawn). This leaves some hairs that are shorter than the full length giving it a slight tapered, layered look. This makes for easy blending and the most natural look. 95% of all **true remy hair** is single drawn. If you want a very thick bottom edge to your client's hair order the extensions 2"-3" longer than the desired length and trim.

Double Drawn-This type of hair is all one length. There are no shorter hairs in the extensions like single drawn hair. All of the short hair has been "drawn" out. 95% of the time double drawn hair is the inexpensive Non-Remy hair. Double drawn remy hair is very expensive because so much of the hair is discarded, because of this very few companies have remy double drawn hair. The advantage is you always get the length you want without it being too thin at the bottom. A disadvantage is unless you are an expert at cutting with a razor the hair can look doll like and rather fake.

Hair Extensions Come From...

Indian Hair - Indian hair is considered by many to be the most beautiful hair in the world. It is fine in texture and comes with a natural body wave that is the perfect texture for most people. Indian hair can also be purchased with a strong natural curl which is full of volume. A large percentage of the highest quality hair extensions sold today are from India. Are you wondering how so much hair can come from India? Do people just sell their hair or is the hair taken from dead people? Answers below!



India is a country with a large religious population of Hindus. Hinduism is a religion consisting of various customs and beliefs in the name of faith. One such belief in Hinduism is sacrificing one's hair in the name of god. Donating hair to God is an ancient practice which has been going on for many centuries. For most people, hair is what defines their appearance and beauty.

In India, cutting your hair is considered letting go of your ego for God. No one is greater in front of God, and by sacrificing your hair in the name of God, you are letting go of your ego and devoting time for God. People in India usually donate hair because they are grateful for a blessing or are asking for a blessing.

Everyday thousands of Hindus gather in religious places like temples to pray to God and sacrifice their hair. Temples have tonsure rooms where devotees sit in rows and get their hair shaved by people appointed by the temple. The cutting process is done in a clean hygienic environment using disposable razors.

The hair is then collected and put aside for auction. The hair in these auctions is usually sold by the ton. A chain of buying continues from the main buyer to various middle men and distributors. These large quantities of hair are sent to the factories of the suppliers and then sorted, hackled and sorted by length and wave. It is then sterilized, washed and dried under the sun outdoors. After drying, it is drawn and tied into bundles.

Italian Hair - Sorry Italy, most Italian extension hair is from India, Italy is the largest importer of Indian hair today. Italy does process the hair but they don't grow it. Seiseta by Euro So.Cap uses beautiful Indian hair.

Asian/Chinese- This type of hair is usually very straight and coarser than Indian, European or Russian hair. If you can get real remy Chinese hair that has not been over processed it can be very beautiful. Make sure your client's hair is straight and medium to coarse in texture or it will not look natural. Most Chinese hair is non-remy and will only last a short time.

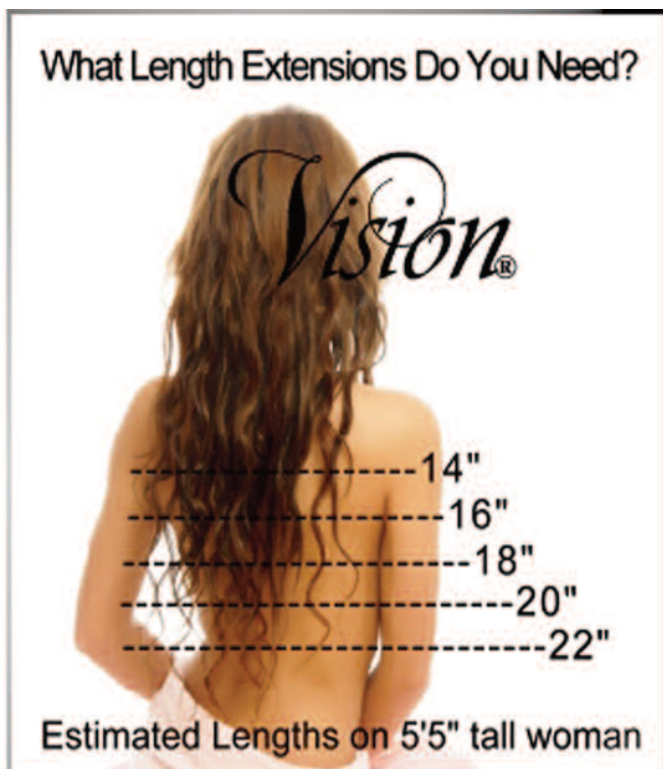
European Hair-Hair that is called European hair does not necessarily come from Europe. It is a name for hair with a similar fine texture. Indian hair, Latin American hair, Ukrainian hair and Moldavian hair may all be called European, (Chinese hair can be stripped down to mimic the fineness of European but it is of extremely low quality). There is one thing you can be sure of; the European hair you purchase will not be coming from a rich European country, only the poorer countries have a hair market.

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Russian Hair-True Russian Hair is very-very expensive –about \$200+ an ounce and it is hard to find. The natural virgin colors range from level 2 to level 6 anything lighter needs to be processed to become lighter. If you are going to invest in Russian hair, it is best to use it with a sewn in weave so it can be reused for a few years. If you use keratin bonds make sure you use a high quality keratin to prevent shedding. Super Keratip Rebonds are the best and strongest keratin to use with this excellent hair. Russian hair can be reused for up to 2 years.

Virgin Hair- There is very little true virgin hair in hair extensions. The term virgin means never colored or permed. Chinese/Asian virgin hair will be black to off black in color and straight, if it has been acid washed it is not virgin. Indian Virgin Hair is color #1B (off black) to #2 (darkest brown). European Virgin Hair is the same as for Indian: color #1B (off black) to #2 (darkest brown).

Synthetic Hair- This type hair is best used for temporary occasions. Synthetic does not move the same as real hair and it can look overly shiny which comes off as fake. It may be a good alternative over very cheap human hair because it will not matt as fast. A heat resistant type that can be curled with a curling iron is called FUTURA



Hair Extension Length

Most people who want long hair extensions really want extensions that are 16"-20" in length. For many people 12"-14" is long enough. Keep in mind that the longer the hair the more the hair costs.

Hair Extension Types

Bulk/Braiding Hair - This hair comes loose with no keratin, glue, clips or wefts attached. Use this hair if you want to apply your own keratin tips or braid hair extensions in with your own hair. Bulk hair can be difficult to handle because there is nothing to hold it together and keep it from getting messy, (think of a ponytail you put elastic on and cut off). When trying to work with bulk hair try to take small sections at a time without tangling up all the hair – possible but hard to do. For easier handling it is recommend getting hair on a weft. Bulk/Braiding hair is used for: Braiding, Tipping with keratin/glue.

Hand Tied/Machine Tied Hair - This hair has been sewn together with string so you have a continuous “track” of hair. The wefts come in either machine made or hand tied. Machine made is usually less expensive because they are quicker to make. Machine wefts are thicker than hand tied and may be better for application on people with thick hair. Handmade wefts are very fine and are best for sewing in when you want to keep the bulkiness to a minimum. Hand tied wefts come in average 11” wide wefts that should not be cut unless they are well glued. Machine wefts are usually 36”-48” long and can be cut to length. 100g is the standard weight of a package of machine weft hair – the longer the hair the shorter the weft. One 100g package is usually enough hair if you are using 14” - 18” length hair. Anything longer or if the client has short or thick hair you will more than likely need 2 packs of hair.

Weft hair is used for:

- Tipping with keratin/glue
- Sewing onto beads/beaded rows
- Weaving - Sewing onto braids or gluing
- Making Clip-in Extensions

Tape-in Extensions are made of thin strips of clear polyurethane with hair attached and taped on one side. They are usually 1 1/2” wide. Tape-in extensions are attached to the hair by sandwiching the client’s hair between 2 tape-ins or one tape-in and a piece of single sided tape. They can be applied higher up the crown than keratin tips and work great when hair is very delicate and has trouble holding other types of extensions. Removal and clean-up can take longer than the original application.

Pre-Tipped Keratin Hair -This hair comes already pre-tipped with keratin. The packs are typically smaller than the weft or bulk hair usually 3/4 ounce to 1 ounce of hair per pack. The size of the tips can vary greatly from 0.5 grams to 1 gram. The tips come in different shapes for the following uses:

- I-Tipped/Shoe Lace Tipped for use with micro rings (some call this cold fusion because there is no heat).
- U-Tipped/Flat Tipped for use with a hot fusion iron or ultrasonic machine.

Hair Extension Colors

Hair extension colors **do not** match the color level system made by the hair color companies used in most salons. If you order hair extensions by level, unless you want #1 Black, the colors may be wrong. The best way to order is to have a color ring from the company you are purchasing from. Each company has their own color ring and they do vary. We will help you to match hair by phone if needed. Text pictures to 910-742-4895 and we will help with matching any of our hair.

Picking the Right Hair Extension Colors

Unless your client has solid, one color hair, (this is unusual), best results will be achieved when you apply 2 or more hair extension colors.

The following are some tips learned from many years of hair extension application experience:

1. **The hair extension color does not have to be an exact match to the client's hair color.** Look for the same depth of color not the exact tone. Once the extensions are in they will "take over" the whole head of hair and will look great. Most extensions will have a slightly warmer tone than the client's hair, because the extension hair is lightened and the natural warmth has come out.
2. **Don't let your client select the color.** This is your job as a professional, some people will go crazy worrying about the hair not being exact. You know better than they do, save yourself the headache and trust your experience.
3. **Don't show the client the hair before application unless there is a specific reason.** You know when the hair arrives if the color will work or not you don't need to ask your client. Many times non-professionals think the hair is too dark or too light or not enough. This adds more stress and worry for them and you. Have your hair all set up and ready when they arrive.
4. **Open you package as soon as it's delivered to make sure everything is correct.** It happens over and over. A stylist has their extension hair for several days but they are busy and never get around to opening the package. The morning of the service comes, the package is opened and the order is wrong! It could have been easily fixed if it was opened upon delivery.
5. **Select a base color, lowlight and highlight or base color and highlight.** Level 5 and lighter hair looks best to have 3 colors- Base, highlight, and lowlight. These colors can be just a shade apart or several shades for a more dramatic effect. Level 4 and darker looks best to have 2 shades - usually the base then a highlight.

Base Color: is selected by matching the client's hair color at the mid shaft of the hair just below the occipital bone. The Base color will make up approximately 50%-75% of the total amount of hair extensions. This hair should never be as light as the ends of the client's hair or it will look washed out and unnatural.

Highlight Color: is selected by matching the client's ends or existing highlights. This color should make up approximately 25% of the total amount of hair extensions.

Lowlight Color: is selected by matching the clients root color for a natural look or 1-3 shades darker for a more dramatic look. Lowlights should make up approximately 25% of the total hair extensions.



Base: color #4- 75%,
Highlight: color #8- 25%



Base color #18/22 - 50%
Lowlight color #8 - 25%
Highlight color #60 - 25%



Base color #B - 75%,
Highlight color #4 - 25%

How to Tone/Color Hair Extensions

It is the best policy “NOT” to color hair extensions.

No company will guarantee their hair when you have processed it; there are just too many variables. Remember: Hair extensions don't need to match the client's hair exactly! See *Matching Hair Extension Colors* (page 7) for more info.

If you simply have to color the extensions here are the rules (No Guarantees):

1. Select the hair with the closest color to the color you want. Always select the same or slightly lighter color, never darker. Hair extension hair can be very difficult to lighten if it is any color except virgin color #1b or #2.
2. The hair needs to be in a weft or pre-tipped and banded **loosely** with an elastic. You will have to work the color up under the elastic. Wash the hair first with a mild shampoo and pat dry but leave damp. (*Dry hair will “suck” the color up and be uneven*)
3. The toner (color): demi-permanent color works the best with a very low developer. (Shades EQ for example), if you are toning blonde hair mix clear into the color if available. For blondes, a purple shampoo may be enough for toning.
4. Work the color thoroughly into the hair using a color brush-you can also pick up the bundle and work it in with your hands. Be gentle with the hair make sure you don't scrub. Get the color under the elastic or you will have a missed spot on the strands. Try not to get color on the keratin bonds. If you do make sure you wash them thoroughly. Extension hair can process color faster than the natural hair on the client's head because the extension hair can be porous. It can also process slower because there is no heat. Keep a close eye on it. If it is slow, wrap in plastic and warm with a blow-dryer.
5. When processed, wash gently with luke warm water and a gentle shampoo. Work in a very light conditioner, rinse again. **DON'T GET ANY CONDITIONER ON THE KERATIN!**
Let dry on a towel, (overnight if possible), dry gently with a blow-dryer or hang under a hooded dryer. Flat iron the hair after drying to smooth and make it easy to work with.

Tips on Maintaining a Client's Hair Color with Hair Extensions

Your clients can have hair color, highlights and extensions too, just follow these tips:

Color the clients roots approximately 3 days before the extension application. This will let any residue or swelling leave the hair and prevent extension slippage. (This is especially important with keratin/fusion extensions). This will also give you four or more weeks of growth before the next touch-up, making it easier. When doing a touchup avoid the bonds as much as possible but some color on the bonds will not hurt them. Foil highlights can be done on the crown top and sides and between any extensions.

Extensions themselves work as highlights.



Hair Extension Care Brushes, Shampoo and Conditioner

Hair Extensions should be brushed 2 times daily. Extensions need a brush that won't catch the bonds but will flow through the scalp and eliminating tangling at the roots.

Boar and Nylon Bristle Brush (top) – these bristles will flow through hair with extensions very well. Great for fine hair but will work on any hair. Make sure there are no balls on the ends of the nylon bristles.

Loop Brush (bottom) – the loops on these brushes are made to float right through any type hair to the scalp. Best for curly hair.



Hair extensions have no natural oil of their own so the correct shampoo and conditioner is very important. It is essential to use a sulfate free shampoo which will not strip hair. Only a single use of a stripping/volumizing shampoo can damage the hair. Shampoo that is formulated for hair extensions is an excellent choice too. We highly recommend **Euro So.Cap Super Art Shampoo and Length Goals by Matrix**

Use a rich conditioner that is formulated for color treated hair. Keep the conditioner away from the roots but be generous with it on the rest of the hair. Do not over rinse the conditioner, (leave a bit behind). We highly recommend **Euro So.Cap Nutri Cream Conditioner**. Use a generous amount of silicone based leave-in conditioner on your hair before drying and reapply if hair gets full of static or tangly.

When washing and drying hair gently squeeze the shampoo and conditioner through, never scrub the hair. The same goes for towel drying, gently squeeze the hair to dry do not rub.

Wear a braid when you sleep at night to keep hair from tangling and to keep pressure off the bonds.

Never go to bed with wet hair.

Swimming

Before swimming - Always wet hair with tap water, apply conditioner and braid hair before swimming to help avoid tangling. Avoid salt water, (the worst for extensions), and chlorine.



Super Art Shampoo



Nutri Cream
Conditioner



Hydr8
Leave-in



Total Results -Length Goals
By Matrix

Hair Extension Training Guide for Professionals

Beaded Row-Hand Tied Weft Application

See video at: [youtube.com/c/VisionHairExtensions](https://www.youtube.com/c/VisionHairExtensions)



Supplies needed:

Hand tied hair extensions
Weaving thread
Curved Needle
Bond-a-Weave glue
Pulling loop
Large/XL silicone micro rings
Curved nose pliers
Hair Spray
Pin curl clips (single prong)
Assorted clips to hold up hair

Getting Started

Beaded row hair extensions are the most gentle application of hair extensions when applied correctly, but they are not for everyone. The client's hair needs to be at least to the collar bone and not too thick and blunt. The wispiest the ends the better for blending. Clients with short or thick hair may do better with keratin/fusion extensions. You can also use machine made extensions with the same bead and sewing method. The instructions here are for use with hand tied hair.

How much hand tied hair

3-4 wefts for a single row application (long thin hair)

6-8 wefts for a double row application (average client)

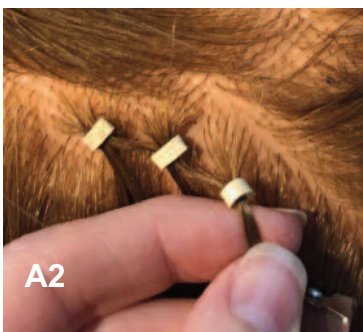
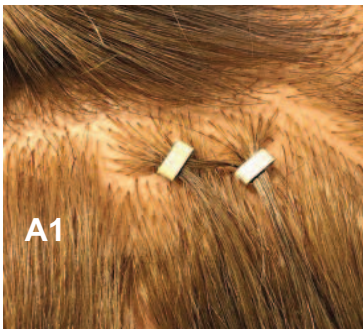
10-12+ wefts for 3-4 rows (thick hair client)

Prepare your tools and hair

Untie each weft and uncurl, straighten weft with flat iron on medium heat. You will need a cleared off counter top for gluing the wefts together (don't glue until the beads are in and the row is measured. You will also need an area within easy reach for all your tools.

Step 1

Make a clean, horizontal parting, 1 1/2" over the ears, then curving down under the occipital (like a horse shoe). The parting should be at least 2"-3" above the nape hairline. Use hairspray to tame any flyaway hair. Load your loop tool with 10-12 beads.



Step 2

Take a 1/4" - 1/2" square section to apply the first bead, (the first 2 beads should be almost straight across (horizontal) from each other. Pull the first section of hair through the loop of the loop tool. Now slide a bead up the loop pulling the hair into the bead. With your bent nose pliers adjust the angle of the bead as shown in the pictures. Squeeze the bead closed. The bead should be close to the head but not too tight. (A1)

Step 3

For the second bead, carve out a small square section and add 1/2 the hair from the first bead. Pull all this hair through a bead and crimp. Thin hair will require bigger sections to support the wefts and thick hair will need smaller sections. If you can't pull the hair through the beads, you have too much hair. (A1)

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Step 4

Continue adding beads in the same way, angling down under the occipital bone. End 1" from the center of the neck. Create the same beaded row on the opposite side. There should be a 2"-3" open section at the nape. Apply 3-4 individual beads here, (not chained together) (A2-A6). You can also continue each chain until they meet in the middle of the back of the head.



Step 5

Glue 2-3 hand tied wefts together with Bond-a-Weave. A thin bead of glue needs to be applied to both of the wefts, wait until tacky and press together. Vision likes to have the top weft 1/2" longer than the underneath weft(s) so the top weft can be folded over the bottom weft(s) and glued. This makes for really clean ends that lay flat. It may be necessary to trim the length of the second side of the weft, (the underneath weft(s) so you can fold the top weft over). If you have properly glued the wefts there will not be shedding. If using 3 wefts glue 2 together then glue the 3rd weft after the first 2 are dry.

There is a really good video showing gluing at: [youtube.com/c/VisionHairExtensions](https://www.youtube.com/c/VisionHairExtensions)



Depending on how far forward you apply the weft, you will either use 1 set of glued together wefts or 2 sets in one row. For most applications you will sew one glued together row starting from the left or right side and ending short of the other side. That's OK! You will finish that weft and start a 2nd weft on the opposite side sewing till that one is complete. This will give you a nice thick amount of hair in the back. I'll repeat, you can sew 2 sets of glued together wefts onto one row of beads.

Step 6

Clip the weft to the row of beads using small clips. (The beads should be covered.) Get your thread ready. You will need a VERY long piece of thread. 2 full arm spans is usually enough, about 10-12 feet long. Believe me, the thread gets used up really quickly and it isn't good to run out and have to add another piece of thread. Now thread the curved needle and tie the 2 ends of the thread together in a small knot. Make your first stitch about 1/2" from the end of weft, going up under the weft and in back of the second bead. Bring the needle through the thread to create a loop (C1).



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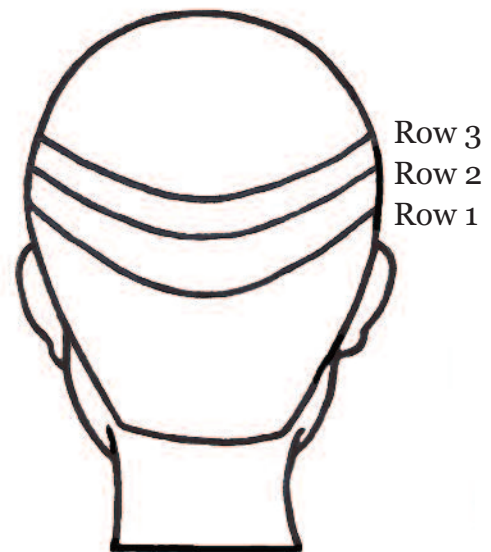
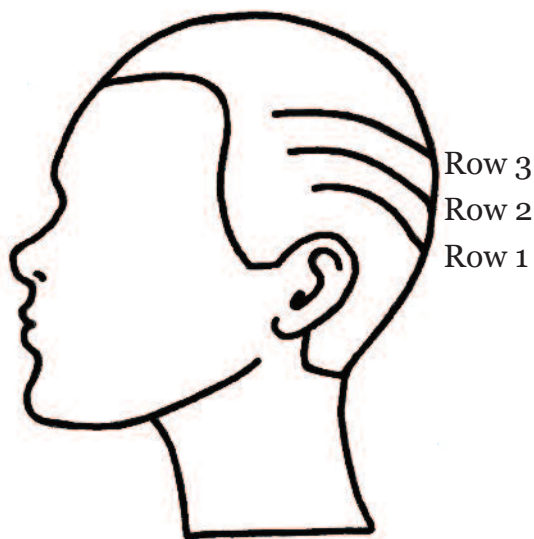
Make a stitch to the left and loop the thread in back of the needle, (this is called a blanket stitch), make 2-3 stitches going toward the end of the weft, double stitch the very end (C2). Now you will start stitching to the right, going completely around to the other end of the weft. When you have reached the end of the weft make 2-3 stitches and then stitch back a couple of stitches and tie a knot to secure.



If you are adding a second weft to this row, start on the opposite side of the head from where the first weft was added. Clip the weft onto the row and sew the same way as the first weft.

Step 7 (optional)

Most times a client will need a 2nd row above the first row. Simply recreate the same pattern 1" above the first row. With very thick hair a 3rd row may be needed. Tip: Different extension techniques can be used together. Tape-ins or keratin extensions can be used as a addition to beaded row extensions. A few strands of tape-ins can be easily added to the temple area to fill in any gaps or keratin strands if a clients hair is extra thick and needs some added volume. Machine wefts can be used on beaded rows. No need to glue machine wefts.



These images are examples for placement of beaded rows. any of the 3 rows can be applied by themselves or with 1 or 2 other rows. Just make sure the lowest row is at least 1 1/2" inches above the ears.

A short 1/2 row can be added to the nape area for extra thickness if your client has very thick hair. The 1/2 row would be places 1" below row 1. Make sure the lowest row (or short row) is 2"-3" above the hairline in the nape.

Removal

Simply cut the thread along the weft. Be careful not to cut your client's natural hair. Remove the weft. With pliers, squeeze the beads in the opposit direction to open then slide down the hair. The beads can now be reapplied and the weft sewn back on. No need to shampoo before application. This is the cleanest and easiest extension application.

Starting your Application of Keratin Fusion Hair Extensions

Supplies needed to apply and remove extensions

Clarifying shampoo Hair Extension Iron Keratin tipped Hair Extensions Shields 8 alligator clips 1 small clip to hold shield 2 hand towels 1 old towel to put hair extension iron on	Rat-tail comb Removal fluid Detangle spray T-Pin Razor and or scissors for styling Hair spray (optional) Flat iron (optional)
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Shampoo - shampoo the hair with a clarifying shampoo. Whether you are redoing extensions or applying them for the first time you should shampoo 2 times with a clarifying shampoo and thoroughly rinse the hair. Never use conditioner before applying extensions no matter how dry the hair is. Any residue left on the hair can cause extensions to slide out. Keep your hands clean too! No lotion on your fingers.

Dry- thoroughly dry the hair. Any moisture left in the hair can cause shedding. If hair is curly you should also straighten it with a flat iron. This will make it easier to manage.

Setting up your extensions for application

Lay a hand towel out on a small table or tray. Trim the keratin ends of the extensions if needed. The thicker the client's hair, the more keratin you will need to leave on the extension. Straighten the extensions if they are wavy. Place your hair extensions on a hand towel one strand at a time with the keratin bonds at the front edge of the towel. You should keep the different colors separated so you will know what colors to choose. It is recommended alternating extension colors to give a natural look. Lay a second towel on top of the hair - so the keratin tips are showing. When you need an extension just pull it out from between the 2 towels. You can place all of your tools on top of the towels. This makes it easy to reach your tools and hair. Have an old towel handy for wiping the melted keratin off the tip of your extension iron. You can also use a strand organizer or you can have your client hand you the extensions, makes the work easier but not as professional.



Strand Organizer

Sectioning for extensions

Make one parting from ear to ear over the top of the head. Clip the hair forward on both sides. Make another parting across the back of the head connecting the tops of both ears. Clip the section above the part into 2 sections. Start the extensions in the nape section working your way up.

Applying in rows

Most people will have 3 full rows in the nape area and 1-3 rows above this, (See pages 16 & 17 for different row patterns for different textures and lengths of hair). The first row will be 1"-1 1/2" above the bottom hair line. If the hair is very fine, 5" long or longer, it is best to start the rows 2" up. The second row will be 1" above the first and the third row will be 1" above the second.

Always stay about 1" (1 1/2" for fine hair) away from the hair line all around the head. This will keep the bonds from showing. The sides will have 2-6 rows.

How to Apply Keratin Tipped Extensions “Fusion Method”

Important Rules to follow for a successful application

Carefully following rules will help prevent damage.

The “bond” in these instructions are the keratin tips. We call them bonds because they bond the extension to the hair.

1. Shampoo the hair thoroughly 2 times no conditioner. Dry completely.
2. Make the sections about 1/4” square
3. Make sure the hair is applied not too close to the scalp and it hangs at downward angle. A finger tip distance is a good measurement (see pictures below) The extension needs to hang freely without any tension or any hair being tighter than others. This will create the most comfort and avoiding hair loss from stress and pulling of the hair.



Good Application - Free flowing



Bad Application - Too tight



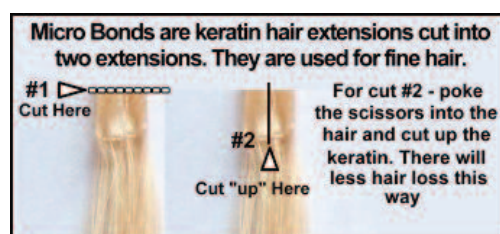
Trim Excess Keratin

Most of the time there will be too much keratin on the tip of the hair extension. This is the case for most of the extensions Vision Hair Extensions sells. Usually 1/3 to 1/2 of the bond needs to be cut.



What proper placement looks like

4. If the client has extremely thin hair make each extension into two extensions by cutting the bond in half. these are called micro bonds. Sometimes micro bonds are used near the front where hair is thinner.
5. Make sure you give your client maintenance instructions (included with this guide), clients have a big responsibility to maintaining their extensions. Have them sign a copy and keep with your files.



Hair Extension Training Guide for Professionals

7. Once you have the bond in the proper place heat the bond until it liquefies 2-3 seconds. If you squeeze your tool too tightly the bond will be pushed out of the top and bottom of the applicator tool, this will make the bond thinner, longer and not as strong. Bonds are strongest if they have a little thickness to them, think of them as a small bead. Try to make the bond no longer than 1/2 long.

8. If you see any un-melted glue or the edge of the bond has a “lip” re-heat those areas with your hair extension iron. If you reheat the top or bottom of the bond be careful not to spread it thin or it will peel. Do not reheat and move the bond numerous times as this reduces its strength.

9. The bond is pressure sensitive! Give the bond a good squeeze when you roll with your fingers to create the best hold.

10. Once the bond is melted, quickly roll it with your fingers, try to make the bond roll around the strand of hair. Roll the top and bottom hard because pressure will make the bond hold better. It is very important that the top and bottom of each bond is sealed tightly. This keeps water out and makes the bond long lasting. If you have too much hair in the bond it will not seal properly. If there is too little hair the bond will slide or pull out the hair.



Proper placement of shield



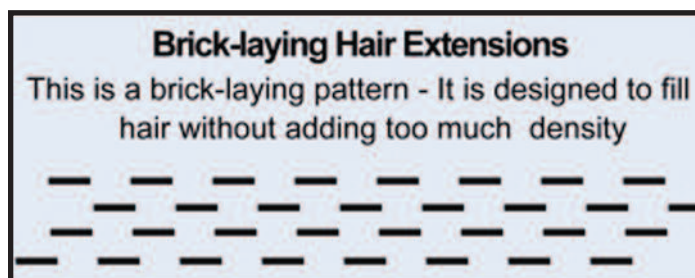
Place keratin tip under hair, 1/2 " from scalp



Melt with fusion application iron



Roll with fingers



Hair Extension Training Guide for Professionals

Applying Individual Extensions

Start in the center of your first row, with your clip or a rattail comb; carve out a 1/4" square section of hair. If the hair is very fine you can go up to 1/3" wide on your sections to help support the hair but no wider. Now put the shield around the strand of hair and secure with a clip. Make sure the hair is hanging straight down from the scalp and is not pushed up by the shield. Now place an extension under the strand 1/2" of an inch down. Your lower fingers should be resting on the clients scalp. This will help the extensions to have the correct "hang" and flow. Melt the bond with the applicator until you see it melting into the client's hair then roll with your fingers. Now remove the shield and repeat working from the middle out to each side. If you apply the bond to too much hair it will cause the bond not to adhere properly. Not enough hair will not support the weight of the extensions and cause the extension to pull out or slide.

Removal- Apply a few drops of remover fluid or D-bond Gel to the keratin bond. Squeeze the bond several times with removal pliers until the bond is broken up. You may need to add a few extra drops during the squeezing process. Hold the hair above the bond between your fingers and pull the extension out. If it doesn't pull out easily apply more removal fluid and squeeze again. More than likely you will have some tangling above the bond caused by hair that has shed but couldn't fall out because it was held in by the bond. Spray the tangle thoroughly with a detangle spray and pick the tangle apart with a T-PIN. Once it is loose enough you can use a comb. Always hold the hair near the scalp to keep from pulling the hair.

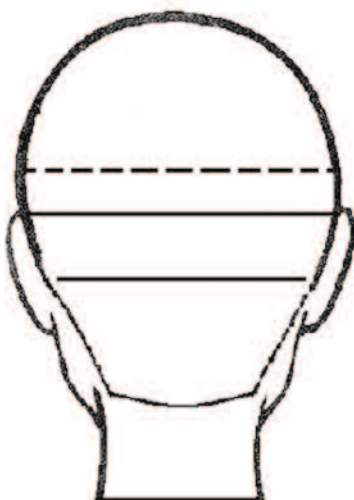
Placement of Keratin Hair Extensions

The following 3 examples show how to place hair extensions for the most common types of applications. Read the descriptions above the illustrations to see what type of hair the placement works on.

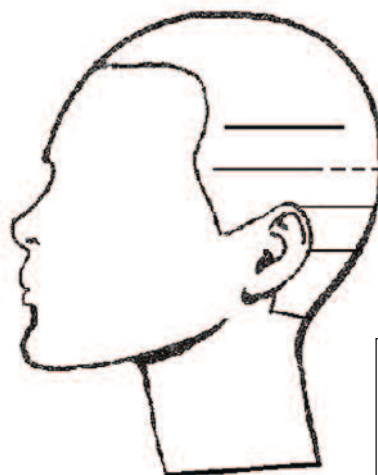
Keratin/Fusion Placement for thin hair

Thickening and/or lengthening long-thin hair that is past shoulder length

Long-thin hair can be easily filled in with **50-100** pieces of extensions. More or less extensions can be used depending on the client's budget and how thick they want their hair



2-3 rows in back



2 rows on sides

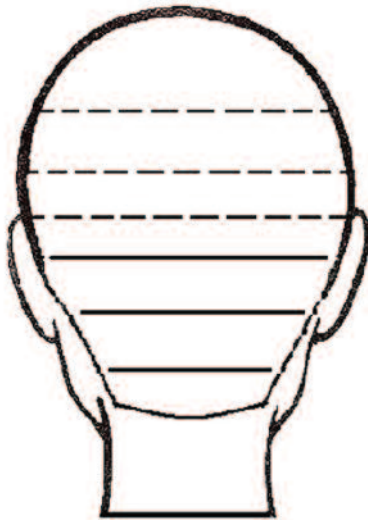


————— means a solid row of extensions
----- means brick laying extensions
(1/4" space between extension)

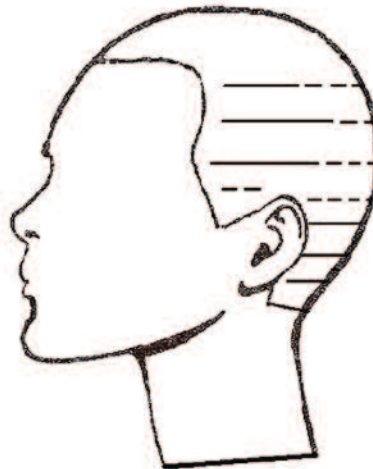
Keratin Extension Placement for medium hair

Lengthening medium/thick hair – medium length hair touching shoulders 6”-9” long

Thick medium length hair can be easily lengthened with **125-175** pieces of extensions. The thickest hair will need the most. It is very important to balance the thickness of the client’s hair with the thickness of the hair extensions you put in. You may choose not to do any brick laying in very thick hair.



4-6 rows in back



3-4 rows on sides



125 strands are an average amount for a full head application

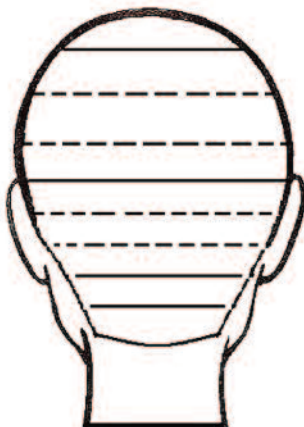
Keratin Extension Placement for short hair med/thick

Lengthening Short Hair 4 ½” – 5” long

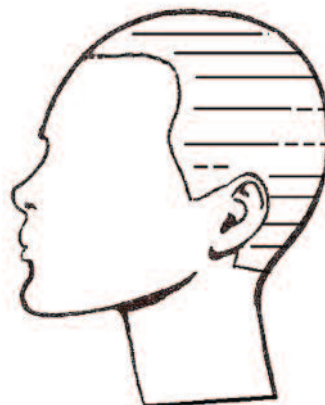
It can be very difficult to lengthen hair any shorter than this.

(If you must go shorter don’t go any shorter than 3” and add more extensions at the crown).

Short hair is the hardest to lengthen. Any shorter than 4 ½” – 5” on the crown is not recommended. Thin hair will need **150-175** pieces of extensions, Medium thickness will need **200-225** pieces of extensions and thick hair will need **250** pieces or more. With thick hair you will need to add more rows than are shown here. The diagrams are a guideline. We have had hair that was so thick that they needed 14 bundles of hair which would be 350 pieces. This is rare but be aware that this can happen. People can be upset if you run out of hair.



8-10 rows in back



6-8 rows on the sides



175-200 strands are an average amount to lengthen short hair.

Applying Tape Extensions



1 - Make a clean parting. Peel paper off tape-in extension.

2 - Press sticky side of extension onto the hair 1/2 inch below parting. Press firmly.

3 - Lift extension. With a rat-tail comb remove any loose hair. The hair attached to the sticky side of the tape-in needs to be a very thin amount. You need to see some of the tape through the thin veil of hair, this is essential for the extensions to last a long time.

4 - Peel the tape off the second extension, hold upside down, line up the sticky side with the first extension.

5 - Press the second extension firmly against the first. Euro So.Cap has sticker hair pliers to help firmly bond the tapes together.

6 - Let extension down - done!

Single sided tape can be used in place of the second extension to make a lighter weight extension.



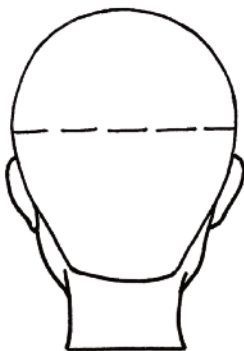
Remove Tape-in Extensions

See our video at: [youtube.com/c/VisionHairExtensions](https://www.youtube.com/c/VisionHairExtensions)

Remove Tape-in hair extensions with a combination of Vision remover (alcohol based) and C-22 remover (oil based). Use the alcohol remover to take the extensions out. The alcohol remover will leave the extensions oil free so you can reuse them without clarifying. The C-22 remover is used to remove the sticky residue and tape that is left on the head. You will have to shampoo the client's hair before reapplying.

You may also use Donna Bella Tape-in remover or Seiseta/Euro SoCap remover - Both of these removers are oil based.

Tape-in Placement Ideas



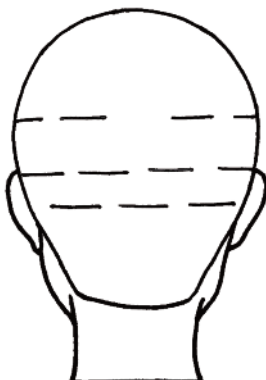
Partial Head Application

8-10 strands single sided application
For people with long hair who just want a little thickness.



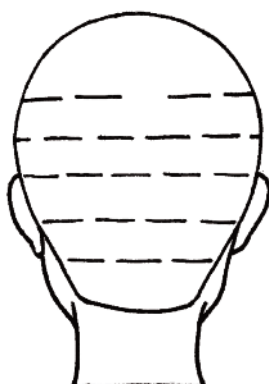
Partial Head Application Thin Hair

10-15 strands single sided application
20-30 strands double sided application
Single sided application is recommended for thin hair.



Full Head Tape-in Placement Medium Hair

15-24 strands single sided application
30-48 strands double sided application
Combination of single and double sided application can be used.



Full Head Tape-in Placement Thick Hair

25-35 strands single sided application
50-70 strands double sided application
Combination of single and double sided application can be used

How Much to Charge for Hair Extension Services

The less you charge for your extensions the more clients you will have. You may consider starting out at the budget salon price as an introduction and raise your price according to your clientele. We believe that hair extensions should be affordable and also that the stylist deserves to make a good profit. Based on 2020 prices.

Charge by the hour - This is for all application techniques

Budget Salon \$60-\$85 per hour

Mid Priced Salon \$85-\$125 per hour

Upscale Salon \$125-\$175 per hour

The down side of charging by the hour is that your client may “watch the clock” trying to get their money’s worth. It is easier to give an exact price for a service if you charge by the bundle. If you don’t like the idea of charging by the hour you can charge by the extension. Charge separately for the hair. Some salons up charge for the hair and some dont. a 20% upcharge is reasonable.

Charge by the Strand, Row or Piece

Keratin-Fusion Hair Extensions

Charging by the strand included the price of the hair

Budget Salon \$6-\$8 per strand

Mid Priced Salon \$8 -\$10 per strand

Upscale Salon \$10+ per strand

Charge the higher amount for longer hair.

For removal - We suggest charging by the hour. Keratin removal usually takes 1-2 hours.

Beaded Row-Hand tied/Weft Hair Extensions

We recommend charging by the row (not by the weft) \$100-\$150 per row + the cost of the hair.

For move-ups (reusing the same wefts) charge \$75-\$100 per row.

Tape-in Hair Extensions

- Each strand is charged individually. If you sandwich 2 together charge for 2 strands, 1 strand with single sided tape is one strand.
- New application-This is much faster than re-application. Charge \$5-\$7 per strand for a new application
- Re-Application (this includes removal, re-taping & application) Charge \$8-\$10 per strand.
- Removal only (this includes shampooing and blow drying) Charge \$75-\$125 flat rate.
- Have your clients pay for the hair separately. This is their deposit which encourages them to show up for their appointment. Have an agreement that they sign stating that they will only get a 50% refund on their hair if they cancel after the hair is purchased.

Haircut: We recommend including a haircut in the price of your extensions. If your client is only getting 1 or 2 bundles you may wish to charge for the haircut.

Color Service: This should always be an extra charge. It is best to color the hair 2-3 days before applying extensions.

Micro Bonds: An extra \$1-\$3 per full strand should be added to the charged when you cut extension bonds in to micro bonds. This will add to the time it takes you to complete your job.

Perming Extensions: Charge \$25 per bundle, (25 strands), to perm extensions.

HAIR EXTENSION CONSULTATION FORM

Client's Name: _____ Consult. Date: _____

Application Date _____ Applied by _____

Tape-ins _____ Keratin _____ Hand Tied _____ Extension brand _____

Color #1 _____ How many pieces? _____

Color #2 _____ How many pieces? _____

Color #3 _____ How many pieces? _____

Color #4 _____ How many pieces? _____

COST:

Cost of hair _____

+ application fee _____

+ extra charges _____

=Total cost _____

Deposit Paid _____ 50%

Balance due when completed _____

extra charges may be:

perm _____ microbonds _____ color _____ highlights _____ removal _____ shipping _____



Notes:

Hair Extension Maintenance Contract

Client's Name _____ Date of Service _____

Initial each Instruction

___1 - Do not shampoo for 24 hours. Always wash your hair with your head up or back like in a shower and not tilted forward. Never put conditioner on your bonds, keep 3" away from scalp. Never dry with a scrubbing action, instead wrap with a towel to absorb water. Always dry bonds to prevent breakdown.

___2 - Run your fingers between your bonds every day to keep extensions from tangling together. It is very important to be gentle with your hair extensions. They are attached to small amounts of your own hair. While hair extensions themselves will not harm your hair, rough handling of them will pull your hair and may cause damage.

___3 - Brush extensions 2-3 times a day, or the amount recommended by your stylist, with the recommended hair extension brush. Start in the nape and work your way up. Always pull extensions into a covered hair tie or braid while sleeping to prevent tangling. Never go to bed with wet hair. If you sleep restlessly or you have very fine hair in the front it is recommended that you sleep with a soft head band on. This protects your delicate front hair.

___4 - Make a follow-up appointment for 4-6 weeks after your initial service. Notify stylist/salon immediately if you have any problems such as tangling or excessive loss of extension hair.

___5 - Curling irons, flat irons and hot rollers may be used, but must be kept an adequate distance from the bonds or tape.

___6 - Activities taking place in a constant, damp environment such as aerobics, steam baths or saunas may lessen the longevity of the extensions. Dry your bonds as soon as possible after any of these activities.

___7 - I have received a copy of the "Hair Extension Care Guide" and I understand it.

___8 - Seawater and pools can cause damage and tangling. To minimize these effects, wet hair completely in a shower and apply a conditioner to the ends. After swimming, shampoo and blow-dry the bonds to prevent bond breakdown.

___9 - Some extension loss and shedding is normal and to be expected. It is normal to lose 1-4 extensions a month. Average client hair loss is 50-150 hairs a day. A full head application covers approximately one third of the head. You can expect to see a small quantity of naturally released hairs trapped in the attachments after some time. This is normal and should not be interpreted as hairs pulled of the scalp by the extensions themselves. Daily brushing close to the scalp and finger separation of the applied strands will avoid matting in this area.

___10 - There are no refunds on hair extension applications. Deposits may not be refundable, each hair extension application is different. Please discuss any issues with your hair extensionist.

I have read, initialed and understood my home care maintenance sheet. If I do not follow the above instructions I understand Your Salon Name cannot be held responsible.

CLIENT SIGNATURE _____ DATE _____

STYLIST SIGNATURE _____ DATE _____

Give a copy to every hair extension client

Hair Extension Care Guide

1. Brush hair gently working from ends toward scalp before and after washing.
2. Use a professional sulfate free shampoo for dry-color treated hair. NEVER USE A VOLUMIZING SHAMPOO! Volumizing shampoos raise the cuticle of hair and can cause tangling.
3. Wash hair gently in cool to warm water. Do no scrub roughly while washing. Gently comb through hair with fingers in a downward motion while washing and rinsing.
4. Do not apply conditioner to scalp or bonds. Too much conditioner or very oily hair can weaken the keratin bonds or tape.
5. It is best not to wash more than 2-3 times a week unless you have a very oily scalp. Over washing will dry the hair. Use a dry shampoo in between shampoos.
6. Softly towel dry by patting with a towel before blow drying. It is important to dry the roots but you don't have to completely dry extensions unless you are going to bed.
7. Use a spray leave-in and/or shine drops on your extensions after shampooing while still damp, (avoiding the bonds). Apply to ends daily if needed.
8. If extensions become dry and damaged treat once to twice a week with a deep conditioner. Keep 2" from scalp.
9. Brush gently 2-3 times a day. Brushing right up to the scalp will keep tangles from forming at the base of the extension. Use one of the following brushes:
 - Loop Brush (all hair)
 - Boar bristle brush (med-fine hair)
 - Wide tooth comb (ends only)
10. When blow-drying hair, blow downward with hair's natural growth, not up into / against hair flow. Dry with fingers then style with a curling iron or flat iron if needed.
11. Swimming - Always wet hair with tap water, apply conditioner and braid hair before swimming to help avoid tangling. Avoid salt water, (the worst for extensions), and chlorine.
12. Braiding long extensions is recommended before bed.
13. NEVER GO TO BED WITH WET HAIR. (causes tangling and matting)
14. Have extensions checked every 4-6 weeks by stylist.

Recommended Products: _____

Next Maintenance Appointment: _____

Vision Hair Extensions carries all of these wonderful hair extension lines
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808 Keratin Hair Extensions
 straight, body wave & deep wave



Donna Bella has keratin, tape-ins,
 ombre and rooted options



Seiseta is the new name for Euro
 SoCap Hair extensions



Vision Select is the highest quality
 keratin tipped hair, 14" & 18"



Q Indian is beautiful cuticle hair
 keratin tipped & wefts



Vision Select Hand Tied hair is a
 high quality at a great price



Seiseta by Euro SoCap
 Flat extensions use with beads



Donna Bella tape-in extensions
 12", 14" 16", 18", 22" lengths



Vision Select machine tied wefts
 use with beaded rows

Vision Hair Extensions
 3304 Wrightsville Ave, Wilmington, NC 28403