



# Apply Permanent Discounts to Clients

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SALON MANAGER

## 01 Access Client Discount Settings

Hello, today I'm going to show you how to apply permanent discounts to clients so that when they come in the discounts automatically apply to their services or products. Once you've found the client you wish to update, go to edit client on the bottom left of their appointment or record card. Once this loads into the client settings, scroll down to the bottom to the settings and switches section. Here on the bottom right, we have service discounts and product discounts where we can select relevant options.

The screenshot displays a client management dashboard for a client named Ben Morris. The interface includes a sidebar with navigation options like Client List, Client Record Card, Client Timeline, and Courses. The main content area is divided into several sections:

- Client Information:** Ben Morris, 0777777, No email.
- Next Appointment:** Tue 16 Jun 2026, 10:00 to 10:45 with Daniel, Newcastle.
- Notes:** 11 June, 2026, Client notes here.
- Alerts:** + New alert.
- Account Balance:** £10.00 credit, £0.00 deposit taken.
- Loyalty Points:** 42 points.
- Visit Frequency:** 0 weeks.
- Average Spend:** £420.00 per visit.
- Last SMS:** No SMS message sent.
- Course Purchases:** Full Body Massage 1, 6 out of 8 services remaining, Newcastle.
- Product Purchases:** No products purchased.
- Client Referrals:** Referred 0 clients.
- Edit Client:** Button to edit client details.

At the top right, there are utility buttons for Skin tests, Loyalty points, Client notes, Deposit, and Marketing preferences, along with a user profile for SSSL S and a Log off button.

## 02 Update Client to Apply Discounts

Once we're happy with that, we can click Update Client. Anytime they come in and have a service or a product, the relevant discount will automatically apply to them.

The screenshot shows a mobile application interface for updating a client's profile. The interface is divided into several sections:

- Header:** "CLIENTS" on the left, and "SSSL S" and "Log off" on the right.
- Navigation:** A vertical sidebar on the left with icons for Home, Edit Client, and other functions.
- Contact Information:** Fields for Home phone, Work phone, and Email address. There are also toggle switches for "Opt in to phone call marketing" and "Opt in to SMS marketing". A "Client has no Email" toggle is also present.
- Extra info:** A section containing:
  - Gender: Radio buttons for Female, Male, and Not given.
  - Date of birth: Dropdowns for Day, Month, and Year.
  - Select a year or: Radio buttons for 13 years or older and Under 13 years.
  - How did they hear: A text field containing "Ben did not specify how they heard".
  - Referred by: A text field containing "Ben was not referred".
  - Membership number: An empty text field.
- Settings & switches:** A section with various settings:
  - Exclude from SMS service messages: Toggle switch.
  - Booking reminder notice period (days): Input field with "3".
  - Can pay by account sales: Toggle switch.
  - Extra booking time (minutes): Input field with "0".
  - Disable loyalty points: Toggle switch.
  - Disable online bookings: Toggle switch.
  - Services Discounts: A list of discounts including "5 Off", "Course Discount", "Loyalty 20%", and "Rebookings Discount".
  - Products Discounts: A search field labeled "Search by discount name or promo code".
- Footer:** A red bar at the bottom with "Delete Client" on the left, "Back" in the center, and "Update client" on the right.

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