

Performance-Based Commission Tiers

For Groomers After 90-Day Probationary Period

Total Revenue In 2-Week Pay Period (Not Including Tips)	Commission Payout Percentage	Average Daily Revenue Needed To Achieve Goal
Less Than \$4,500	30%	Less than \$563 a day
\$4,500 - \$5,499	32.5%	\$563+ a day
\$5,500+	35%	\$688+ a day

Payout Examples:

Total Service Revenue Earned	Commission Rate	Commission Earned	Estimated Tips	Estimated Total Pay
\$4,000	30%	\$1,200	\$700	\$1,900
\$5,000	32.5%	\$1,625	\$850	\$2,525
\$6,000	35%	\$2,100	\$950	\$3,200

Why Performance-Based Commissions?

We pride ourselves in being a profitable business that values not just its customers, but all the team members that make it possible for PupLuxe Grooming to serve them. We believe that when PupLuxe is profitable, our staff is also profitable. That also means that **we expect our groomers to want to be profitable.**

In order to incentivize groomers to develop their skills, become more effective and efficient in their work, and make more money, we developed a **compensation plan that rewards groomers who exceed the minimum expectation.** Rather than awarding everyone a high percentage from the get-go, everyone starts at a base percentage (which is still better pay than what most salons have to offer considering our higher-than-normal price points). **High performing groomers can earn up to 5% more than their base rate based on their sales performance.**

When the average cost of a PupLuxe Grooming service is over \$120, every extra percentage point makes a huge difference!

With this compensation plan, we still give new groomers the opportunity to grow their skills and slowly take on more clients as they become more confident in their craft, while still making a living wage. Since we are not paying them at a higher percentage point, under-performing groomers will have more time and opportunity to improve their sales performance at less expense to PupLuxe Grooming's profit goals.

For the more experienced and seasoned groomers who can take on more dogs, awarding them a higher commission rate will continue to motivate them to take on more pups, ensure they deliver quality work so that their customers keep rebooking, and **make more money!**

Other Job-Related Compensation

As key employees of PupLuxe Grooming, it is expected that you may be asked to participate in other job-related tasks outside of pet grooming. These tasks, duties and responsibilities include, but are not limited to:

- **New Groomer Training:** New groomers-in-training will not be paid by commission. They will be paid at a rate of **\$15 an hour** until the completion of their training (typically 2 weeks). **Established PupLuxe Groomers who are training new groomers will be paid at their maximum commission rate during the duration of their training, and will retain all the tips during the training.**
- **Marketing Events:** If PupLuxe Grooming participates in marketing events (ie tradeshow, expos, conferences, branding events, etc.), groomers that work these events will be compensated at a rate of **\$15 an hour.**
- **Mandatory Meetings, 1-on-1's and Performance Reviews:** All PupLuxe Grooming employees are required to attend mandatory meetings, 1-on-1's and performance reviews. These meetings ensure that everyone is informed and aligned with the goals and values of PupLuxe Grooming. We also believe that every employee should consistently know where they stand both developmentally and professionally, and also have the opportunity to provide feedback in a private and confidential setting. **These will be paid at \$15 an hour.**
- **Business-related Travel:** If any employee is required to travel at our request, we will compensate all traveling expenses. **Employees are required to keep receipts and a log of miles** driven in order to be appropriately compensated for these expenses. **Commission-based employees will be paid at \$15 an hour for work completed during business hours.** Overnight stay hours are not paid (ie you're in your hotel, not driving or working). Below are examples of travel related expenses:
 - **Mileage:** If you are driving your own personal vehicle, we will cover your driving expenses based on miles driven. **We will pay all employees \$0.60 per mile.** This is to cover gas and wear-and-tear on your own vehicle.
 - **Tolls:** We will compensate tolls separately from mileage. You must offer proof from your toll statements that you incurred these toll charges from required business travel. You must use tolls legally. We will not pay toll violations, late fees, etc due to employee's negligence.
 - **Ride Sharing (Lyft/Uber/Taxi):** We will cover business-related ride sharing expenses.

- **Hotel/Lodging:** We will cover hotels and lodging if it is required. Hotel/lodging selection must be pre-approved by PupLuxe Grooming.
- **Food & Drink Allowance:** You have a maximum allotment of \$80 a day for food (minus any amount that PupLuxe pays for food they already provide you). How you choose to distribute this budget is up to you, but we will only compensate food expenses with a receipt. You are responsible for food and drink expenses over \$80.
- **Airfare:** You will be compensated up to **\$300 for domestic regional flights of your choice**. We will only cover airfare if it costs less than compensating for mileage. For longer distances or international flights, PupLuxe Grooming will choose the flight for you at our own expense.

Acknowledgement of Compensation Policies

By signing below, you acknowledge and that you have read and understood the compensation policies for commission-based employees at PupLuxe Grooming. You understand that we reserve the right to change commission rates, tiers, performance goals, and hourly compensation rates at our own discretion, provided that we give you written notice of changes to these compensation policies.

Employee Signature

Date

Employee Name (Print)

Manager Signature

Date

Manager Name (Print)

