# CellSound New backstage Hub & Clinic Web Page Form

| | |
|---|---|
| **Business Name** | Shaun Charles Med Spa |
| **Street Address** | 29 Albion St |
| **City** | Wakefield |
| **State** | Massachusetts |
| **Zip Code** | 01880 |
| **Business Phone** | (781)-778-8438 |
| **Business Email** | contact@shauncharlesmedspa.com |
| **Timezone** | GMT-04:00 US/Eastern (EDT) |

**Images/Files Needed:**

1) Brand Logo (350 x 180 px) - ai, svg, or png (*vector file preferred*)
2) Location Image (1080 x 1080 px)
3) Before & After Images
4) Representative Profile Image (1080 x 1080 px)
5) Endorsement Letter (PDF)
6) Co-Op Advertising Account Manager Profile Image (1080 x 1080 px)

## *Essential Links*

| | |
|---|---|
| **Website** | Shauncharlesmedspa.com |
| **Facebook** | https://www.facebook.com/shauncharlesmedspa |
| **Instagram** | https://www.instagram.com/shauncharlesmedspa/ |
| **Twitter** | |
| **TikTok** | |
| **YouTube** | |
| **GMB** | |
| **Yelp** | |
| **LinkedIn** | |
| **Booking Link** | https://shauncharlesmedspa.myaestheticrecord.com/online-booking/book-appointment |

## *Hours of Operation – We are by appointment only*

| | Monday | Tuesday | Wednesday | Thursday | Friday | Saturday | Sunday |
|---|---|---|---|---|---|---|---|
| **Open** | Closed | Closed | Closed | Closed | Closed | Closed | Closed |
| **Close** | Closed | Closed | Closed | Closed | Closed | Closed | Closed |

## *Representative Information (for display on CellSound website)*

| | | |
|---|---|---|
| **Name** | Jeff Spanos | Endorsement Statement |
| **Job Position** | Owner, Business Manager | |
| **Credentials** | KOL CellSound – Skin Specialist | |
| **Phone** | (781)-778-8438 | |
| **Email** | Jeffshaun28@gmail.com | |

| | | |
|---|---|---|
| **Name** | Shaun Spanos | Endorsement Statement |
| **Job Position** | Owner, Licensed Aesthetician & Advanced Practice Nurse Injector | |
| **Credentials** | KOL CellSound – MSN, APRN, NP | |
| **Phone** | (781)-778-8438 | |
| **Email** | shaunspanos@gmail.com | |

## *Additional Users*

** If you have additional staff that need access to either **backstage Hub**, please fill out their information below. Log-in credentials will be sent to each person after the account has been set-up. **Each user must have their own unique email address. Two users cannot share the same email address***

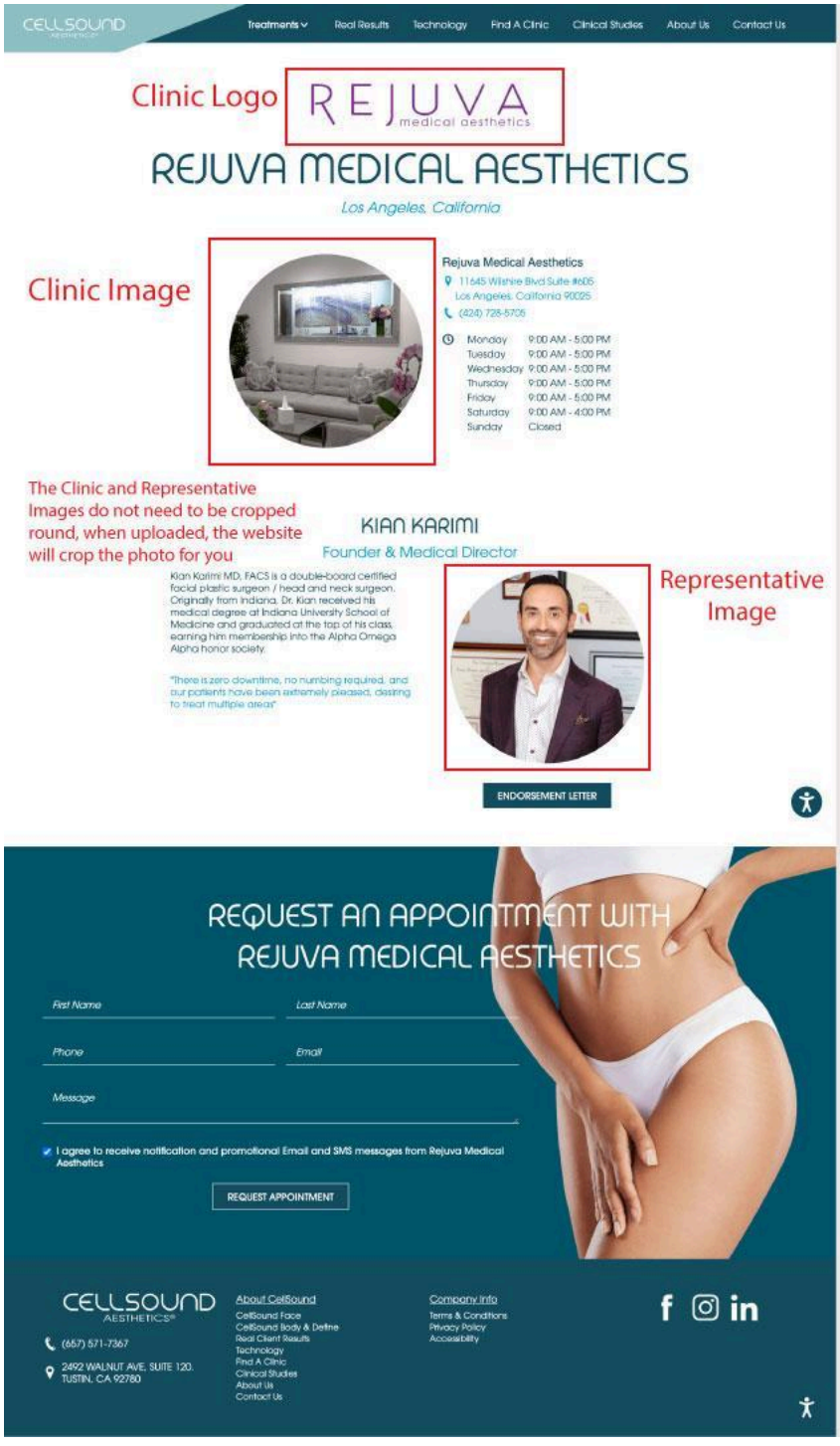
| | | | | | |
|---|---|---|---|---|---|
| **Name** | Front Desk User | **Phone** | (781)-778-8438 | **bH User?** | yes |
| **Job Position** | Front Desk | **Email** | contact@shauncharlesmedspa.com | | |

| | | | | | |
|---|---|---|---|---|---|
| **Name** | | **Phone** | | **bH User?** | yes |
| **Job Position** | | **Email** | | | |

| | | | | | |
|---|---|---|---|---|---|
| Name | | Phone | | bH User? | yes |
| Job Position | | Email | | | |

# Photo Guide

The photo's you provide will be displayed on the CellSound website "Find A Clinic" page. This is where potential clients who are interested in finding a local provider for CellSound services can go to find the clinic nearest to them. You will also have a dedicated lead page for your clinic.







## Open Graph Image

An Open Graph (OG) image is a thumbnail that appears on social media platforms like Facebook and LinkedIn when someone shares a link to a webpage. A relevant and eye-catching OG image and meta description can help grab users' attention and encourage clicks.

## Execution Timeline

| # | Task | Timeline | Notes |
|---|---|---|---|
| 1 | Account Creation | 1 Business Day | * Account cannot be set-up until form is received with all information complete |

**** Business Days are M - F: 8am to 6pm***

**** Total Estimated Timeline to Launch is 7 - 14 days from receipt of completed form and image assets***

### *Additional Notes*

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|---|
| |

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# Ideation Elements

### *Clinic Info*

| | | | |
|---|---|---|---|
| **Location Number** | | **web Google Drive** | link |
| **Location Code** | | **bH Google Drive** | link |
| **Display Name** | | **Reconciliation** | link |
| **Form Value** | | **Live Report** | link |
| **Web Phone** | | **Monthly Report** | link |

** Ideation rep will fill this section out*

### *Live Links*

| | |
|---|---|
| **Location Page** | |
| **bH Location Page** | |
| **bT Dashboard** | |

Ideation MARKETING LLC