



Aloha,

We are delighted to welcome you into the Chi family. You were selected to work with us because you appear to match the qualities we look for and I'm sure that you will exhibit the high level of care, concern, and compassion for others that makes Chi the award winning spa that we are. It is my sincere hope that you will find your work with us to be rewarding, challenging and meaningful.

You may have sensed that we're different from other companies. That is because at Chi, we operate as a *family*. The keys to your success will be being dependable, reliable, showing initiative, teamwork, attentiveness, integrity, and honesty. While doing these things you will be successful and so will Chi. I look forward to seeing you grow as a professional while enhancing the lives of the clients entrusted in your care. Before we begin, please provide us with the following items:

- Signed Job Description
- Signed Independent Contractor Agreement
- Completed 1099
- Completed Direct Deposit form
- Copy of drivers license & social security card (or other "right to work" document)
- Copy of professional liability insurance
- Copy of professional license(s) WITH PHOTO ATTACHED

We're continuously transforming the way we operate to consistently improve our ability to serve our Chi clients and family better. If you have any ideas, suggestions or concerns, please do not hesitate to share them with me. Communication and respect are the catalysts that will allow us to grow *together*.

You will get maximum support from your new Chi family and we look forward to having the best relations with you. Please feel free to contact me anytime for any reason (I've added my personal email & phone below). I'm happy to know and assist you!

Namaste,  
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