



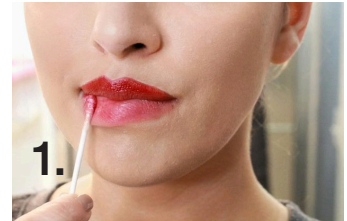
# A Keen Bee's Guide to SKIN CARE & THEATRE MAKEUP REMOVAL

A healthy, radiant complexion can be yours, but it requires daily effort starting with sunscreen to protect your skin from early aging and skin cancer to properly removing your makeup and sunscreen before bed. Start your day by generously applying a broad-spectrum water-resistant sunscreen with a Sun Protection Factor (SPF) of at least 30 to all exposed skin. "Broad-spectrum" provides protection from both ultraviolet A (UVA) and ultraviolet B (UVB) rays. Re-apply approximately every 3 hours, even on cloudy days, and after swimming or sweating. Try to limit washing your face to 2x/day and after sweating. Wash your face once in the morning and once at night and right after sweating heavily. Perspiration, especially when wearing a hat or helmet, irritates the skin (break-outs). Additional face washing is necessary only when prepping skin prior to theatrical makeup application and removal theatrical makeup. However, your routine should fit your skin sensitivity and what works for you.

**About makeup removers:** Although quick and convenient, makeup remover wipes (i.e. baby wipes) aren't the best option as they dry and irritate (with dyes, fragrance or alcohol). Plus, you must rub and pull when using. While commercial eye makeup remover/prepared cleansing oils (containing mineral oil) are great, they may cost more, but are usually non-greasy and easy to remove. Some cleansers (3-in-1 cleansers) are water-soluble and break down oil/wax based makeup and then simply be rinsed off. When possible, avoid dyes, alcohol or fragrances which can irritate skin. Straight/DIY oil (preferably organic) like: olive, coconut, etc. are affordable options, but may require more effort to remove (second "soap" cleanse in step 5). Even with oily and break-out prone skin, you can safely use a DIY oil to remove your makeup, if you make sure to remove all residue from your skin (step 5). While messier, DIY oils effectively break down waterproof eye and most theatrical makeup. **Bee green!** Cut up an old (but clean) cotton T-shirt/non fray plush fabric then wash and reuse! One-time use makeup wipes don't break down & cotton rounds over-load our earth's landfills! Plus, cotton and makeup wipes can be too rough, causing micro-abrasions and skin irritation (costing you a lot over time).

## Let's clean!

1. Typically the last to go on, lipstick is the first to come off. Just put some plain chapstick/lip balm or DIY oil directly on lips or on a cotton cloth square and gently massage your lips until the product comes off. **Instead of aggressive rubbing to remove tough stains, you may need to let the oil sit for a minute to break down makeup. Gently repeat steps as needed to remove all traces of long-wearing or waterproof color.**



1.

*Removing your lipstick as a first step prevents it from smearing all over your face.*

2. Remove contact lenses before applying any cleansing product on/around eyelids. Coat 2 cotton cloths with makeup remover and place over eyelids. You can use makeup remover formulated specifically for eyes, try to avoid dyes, alcohol or fragrance, which may be irritating. If the makeup remover is non irritating (or coconut/olive oil), pat a small amount directly onto eyelids. When applying any oil/cream on/around eyelids, use your ring finger, since it's the weakest and won't pull too hard on this delicate skin. **Keep the oil/cloths in place for a few minutes\* while the product breaks down makeup.** Do not skip this step: this gives the oil/makeup remover time to break down the makeup so you can wipe it off easily. Repeat until all makeup is removed. Multiple coats of mascara may require gently wiping lashes from roots to ends. Don't pull on natural lashes. If remover instructions differ from above, follow manufacturer's directions. You can try differing techniques as needed or that work better for your needs.

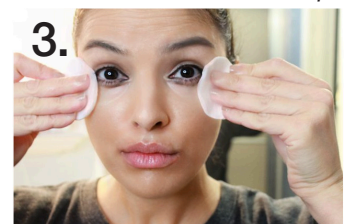


2.

*\*Unless you use waterproof or theatrical makeup, a one-minute "soak" should be enough to break down the makeup.*

3. **Do not rub or scrub your eyes** with the cloth; besides being inefficient, this aggressive approach can irritate the skin causing dryness or overproduction of oils as well as follicle irritation and blemishes. Scrubbing can also lead to wrinkles. Take care not to get products in your eyes. **Read and follow all product instructions, labels, warnings & packaging.**

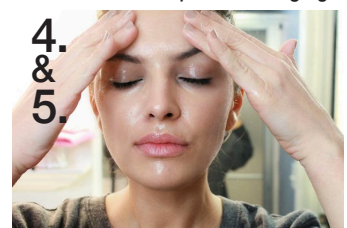
4. **Use your fingertips to massage whichever product you choose directly onto your skin in a circular motion, making sure to cover all areas where makeup is applied.** Remove the oil with a damp, soft face cloth. If using a 3-in-1 cleanser, add lukewarm water (delicate skin) or hot (never scalding) water. Use the cloth to lift off the oil/cleanser grime and makeup, providing a gentle exfoliation. Rinse the cloth and repeat until all or most of the residue is removed.



3.

*Removing makeup properly helps keep your skin clear, preventing acne & premature aging.*

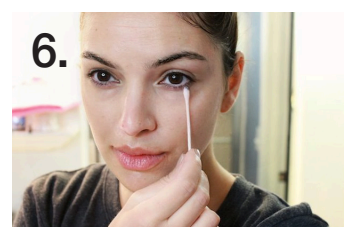
5. **In step 4., you used oil or a 3-in-1 cleanser to break down/dissolve and remove the bulk of your makeup; this second "soap" cleanse further removes your theatrical makeup & DIY oil remover residue. You may not need this step if your 3-in-1 cleanser is effective.** Now, wet your face with lukewarm water and use your fingertips to apply a gentle, non-abrasive, water-soluble cleanser that does not contain alcohol or micro-beads. Baby shampoo is an inexpensive and gentle facial soap. It will break down and remove any residual DIY or commercial oil remover (i.e. cold cream). **Remember:** Using a washcloth, mesh sponge, or anything other than your fingertips can irritate your skin. Resist the temptation to scrub your skin since scrubbing irritates skin. Rinse with lukewarm water and pat dry with a soft towel.



4.  
&  
5.

*Be extra gentle when you massage the oil onto your eyebrows as the follicles soften.*

6. You may notice a little eye makeup collecting next to your tear ducts. **Delicately swab a clean, wet cotton bud under your lower lash line and over your top lash line to make sure that no makeup residue remains.** If you find residue, dip a clean cotton bud in your eye makeup remover or cleansing oil and gently wipe it off. Avoid getting remover or cleaning oil into your eyes!



6.

*Sleeping with residual eye makeup can irritate your eyes and may cause your eyes to look tired and puffy the next morning.*

**When to apply toner?** Some commercial makeup removers/cleansers contain toner (ie 3-in-1). Read label/call the company to make sure. If needed, apply toner right before moisturizer. If you are using baby shampoo or face soap, toner will break down any remaining soap residue. Depending on your skin type, toners are great but may dry out skin. If unsure, skip the toner and do a couple extra cold water face rinses then gently pat your skin dry with a clean soft cotton cloth towel.

7. (not pictured) **DIY toner: real apple cider vinegar + water.** RATIO: 1/4 ACV to 3/4 H2O. Shake well then apply to clean damp cloth, gently patting onto face (avoid eye area). If stinging/tingling: rinse with cold water and gently pat skin dry with clean cotton cloth and decrease ACV/increase H2O ratio next time. Mark ACV expiration date onto your mixture bottle since ACV increases in acidity as it ages. Distilled water is preferred but unnecessary.

8. (not pictured) **Apply a consumer brand facial moisturizer: When? • If your skin is dry, itchy, flakey or mixed • After toners or astringents (unlike toners, astringents contain alcohol i.e. Witch hazel & may over-dry skin).** Be gentle when applying any cream around your eyes - don't pull too hard on this delicate skin (use ring finger). In the morning, use a daily facial moisturizer with sunscreen. Before bed, skip the SPF in your facial moisturizer. Look for labels containing: American Academy of Dermatology, non-comedogenic and not tested on animals. **Remember:** facial moisturizers claim different (lots of false) guarantees. Plus, don't fall for the label hype whether it's printed, word of mouth, DIY, on Pinterest, etc. For example: toothpaste, rubbing alcohol and hydrogen peroxide might seem like a great zit zapper but actually contains skin irritants that overly dry skin which WILL cause your skin to over-produce oil, causing breakouts (that's why the latter two are used mainly to clean minor scrapes and work surface disinfection).

**Don't forget: always read and follow (what works for you) all product instructions, labels, warnings & packaging.**

**Learn more FACTS about acne:** <https://www.aad.org/public/diseases/acne-and-rosacea/acne>

**PERFORMERS: PLEASE FOLLOW STEPS 1-7 BEFORE applying theatrical skin prep pro & makeup applications.** (skip 8. unless your skin is dry/itchy). **ALWAYS follow steps 1-8 to remove theatrical makeup before bed.**

**NOTE:** Always test organic, natural and commercial products for skin & allergic reactions. This content is for advise only. I use these methods but that doesn't mean it will work or be right for you. Please discuss with parents, guardian or doctor. If you have questions or concerns about caring for your skin, you should make an appointment to see a dermatologist. Questions about this handout? Please contact [Julianne@keenbee.com](mailto:Julianne@keenbee.com) Find more makeup info: [www.keenbee.com](http://www.keenbee.com)

# A Keen Bee's Guide to CLEANING & DISINFECTING Makeup, Brushes, Tools & Work Surfaces



## WHY?

- Using/sharing dirty makeup, brushes, tools and work surfaces not only increases risk of acne/breakouts but worse:
- • Spreading bacteria can cause outbreaks of: pink eye, meningitis, staph, etc. or viral infections like: herpes, flu & cold, etc. Yuck!
- Clean, disinfected makeup & tools mean cleaner skin which can help prevent breakouts.
- Clean, disinfected makeup & tools allows your makeup to go on smoother for a more even coverage and longer staying power.
- Maintaining a clean work environment also helps you and those with immune deficiencies stay healthy.
- • You don't have to have an autoimmune disorder to have a weakened immune system due to the stress of a show!
- Clean, disinfected makeup & tools will help protect your brushes from aging and wear-out.

## WHEN?

- Personal over-the counter, consumer makeup, brushes, tools and work surfaces can be cleaned once a week (*depending on usage, makeup and skin type*).
- Theatre makeup, brushes, tools and work surfaces should be cleaned & disinfected after EACH use.
- • NEVER SHARE your makeup, brushes and tools (*if you must, properly clean, dry & disinfect 1st*)

## HOW? BRUSHES vs WAX/OIL BASED Follow steps 1-4 & 1-12 to clean wax/oil based & hydrophobic makeup (like Ben Nye Foundation) from makeup brushes.

► **degrease:** Before water and most soaps can clean your brushes, you'll first need to break down the wax/oil compounds.

1. Very gently wipe brush on soft towel to remove residual makeup.
2. Squeeze a small amount of professional brush cleaner (*or makeup remover\**) on a lumpy surface/cleaning mat.
  - • Baby shampoo or Dawn dish soap isn't always strong enough to break down/dissolve wax/oil or heavy duty theatrical makeup.
3. Swirl brush on the lumpy surface (*or in the palm of your hand*) to gently massage professional brush cleaner into the brush bristles.
4. Set brush aside to allow professional brush cleaner to break down the makeup within the bristles (*lay brush flat on it's side for at least 1 minute*).
5. Gently wipe brush on soft towel to remove makeup and professional brush cleaner (*or makeup remover*).
4. Follow steps 1-12 below to continue cleaning & disinfecting.

## HOW? BRUSHES vs WATER BASED Follow steps 1-12 to clean water based/activated {CONT. WAX/OIL BASED} makeup like Mehron Paradise from makeup brushes.

► **clean:** Before you can disinfect your brushes, you'll need to clean off the makeup residue or makeup remover left behind.

1. Squeeze a small amount of makeup brush cleaner (*baby shampoo or Dawn dish washing soap\*\**) on a lumpy surface/cleaning mat.
2. Briefly run brush under cool water (*hold brush at downward angle to water flow making sure the handle is pointed up at all times*).
- • If wax/oil-based, work makeup brush cleaner directly into bristles before running brush under water.
3. Swirl brush on the lumpy surface (*or in the palm of your hand*) to gently massage brush cleaner into the brush bristles.
  - • NEVER leave or soak brushes in water or brush cleaning solution.
4. Set brush aside to allow brush cleaner to break down the makeup within the bristles (*lay brush flat on it's side for less than 1 minute*).
5. Rinse brush (*again, angling down*) by gently swirling on the lumpy surface.
6. Rinse well until all brush cleaner is removed and the water runs clean.
7. If residual makeup remains, repeat cleaning steps.
- • It's best to repeat the gentle cleaning process (*Forcefully & quickly cleaning brushes will harm and distort the bristles*).
8. Remove excess water by gently squeezing brush from base to tip then repeat using a clean towel.

## ► disinfect:

9. Dip and swirl brush tip for under 10 seconds in 70% isopropyl (*rubbing*) alcohol\*\*\*
10. Gently shake off any excess alcohol.
11. Using clean towel, gently reshape brush without removing all of the rubbing alcohol.
12. Immediately clip (*brush handle*) upside down or lay out brushes (*angled down w/o distorting bristles*) on clean cotton towel to air dry.
  - • NEVER dry brushes standing up on end (*Liquids degrade bristle glue under metal band causing the bristles to fall out*).
  - • NEVER use brushes that are still damp (*If brush isn't completely dry, brush isn't fully disinfected*).
  - • NEVER use a hair dryer to dry brushes (*It will fray bristles or melt them, making them unusable*).

## HOW? TOOLS & WORK SURFACES Use below methods for all exterior makeup cases/compacts, tools, work surfaces & color pallet.

► **clean:** Before you can disinfect your tools and surfaces, you'll need to clean off the outer makeup residue.

1. Make sure your makeup case, compact, lid, etc. are tightly secured and closed.
2. Wipe exterior surfaces with clean cotton towel (*use cleaners, soap and water or makeup remover as needed*).
- • Consumer cleaners (*like Clorox wipes = chemical overkill*), don't properly disinfect, are harsh on hands & environment.
3. Before disinfecting, make sure items are dry.

## ► disinfect:

4. Pour undiluted 70% rubbing alcohol into a small spray bottle (*Spritz & fine mist bottles found in store travel section*).
5. Spray 70% rubbing alcohol directly onto all surfaces. Make sure you've sprayed enough to coat completely.
6. Leave the room (don't hang out in the alcohol cloud) and allow items to air dry.

## HOW? MAKEUP

Use below methods for solid makeup: compressed powder, oil/wax based, water activated compacts, etc.

► **clean:** Before you can disinfect your makeup, you'll need to carefully clean up any debris.

1. Make sure your makeup is free of brush bristles, sponge pieces and other debris.

## ► disinfect:

2. Pour undiluted 70% rubbing alcohol into a small spray bottle (*Spritz & fine mist bottles found in store travel section*).
3. Spritz 70% rubbing alcohol directly onto makeup. Make sure you've sprayed enough to coat completely.
  - • Alcohol dries and evaporates quickly and will not damage your powders or creams.
4. Leave out to air dry.

\*Use makeup remover for the heaviest of makeup. DIY alternatives to makeup remover (olive, coconut, mineral oil) are ok but you'll have WAY more work in removing it from the bristles in steps 1-12. Always test brush cleaners not specifically made for makeup brushes like DIY & makeup remover on old brush to make sure it doesn't harm bristles and easily washes out in steps 1-12. Investing in an all-in-one brush cleaner, specifically made for makeup brushes, may save time and ease clean up. Spirit Gum Removers, etc. follow adhesive product label for application and removal.

\*\*Dawn dish washing soap cuts through most oil/wax based makeups but protect hands from drying by wearing rubber gloves.

\*\*\*60%-70% rubbing alcohol is the optimal concentration as the alcohol stays in contact with surface long enough (at least 10 minutes) for it to effectively disinfect (killing the most bacteria & viruses) before evaporating. Higher concentrations (like 90%) may sound better but the disinfecting process happens too quickly (alcohol evaporates too quickly to effectively disinfect). 90% is great for cleaning mirrors and glasses- items that you don't necessarily need to disinfect but want a quick evaporating, streak-free clean. **Protect hands from drying by wearing rubber gloves and use in well-ventilated room away from flame** (like many makeup items used... Hello, flammable hairspray! I loathe, I mean love you! If you read every word on these handouts, you definitely rock (can we be friends?! No matter what you choose to do, good luck and break some legs!

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WITH CAHOOTS



# CHARACTER MAKEUP DESIGN PLOT

actor name \_\_\_\_\_

character name(s) \_\_\_\_\_

today's date \_\_\_\_\_

title of performance \_\_\_\_\_

performance type (ex: play, musical, etc.) \_\_\_\_\_

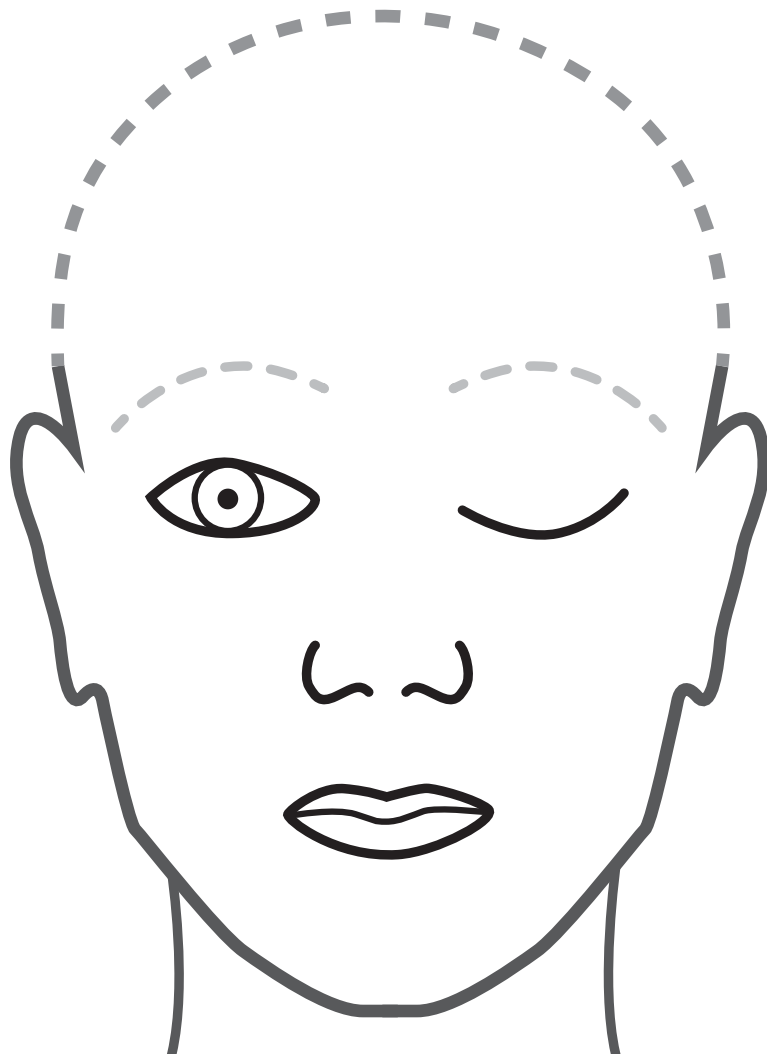
date(s) of performance \_\_\_\_\_

**FRONT**

INSTRUCTIONS: Using transparency/tracing paper and color pencils (try to match pencil color to makeup color) draw character design over face outline or better yet, use greyscale actor portrait to generate makeup design plot drawing. PLEASE LEGIBLY PRINT (in pencil) all information below. Use backside & attach additional pages as needed. Character research/morgue digital file: \_\_\_\_\_ Costume & Directors notes digital file: \_\_\_\_\_

(name & location or attach hard copies/photos, etc.)

(name & location or attach hard copies/photos, etc.)



**FACE DESCRIPTION {human OR fantasy}:**

(ex: time period/genre, old/young, man/woman, FX decay/bruising, etc.)

**Base/foundation:**

(list makeup brand(s) + color name & applications - ex: Ben Nye Soft Bisque medium-heavy coverage w/1" round/filbert foundation brush or light coverage w/makeup wedges)

**Highlight colors:**

**Shade/contour colors:**

**Other colors:**

**Eye colors [primary]:**

**Eye colors [other]:**

**Eye colors [contour]:**

**Eye colors [highlight]:**

**Cheek colors:**

**Lip colors:**

**Eyliner colors:**

**Mascara colors:**

**Eyebrow colors:**

**EFFECTS colors:**

**Facial hair colors & locations:**

**Prosthetics & locations:**

**NOTES:**

(ex: known allergies, skin conditions like eczema, etc. Allow actor to divulge this information but 1st always follow your educational/workplace privacy/HIPPA/FERPA guidelines )

# CHARACTER MAKEUP DESIGN PLOT

actor name \_\_\_\_\_

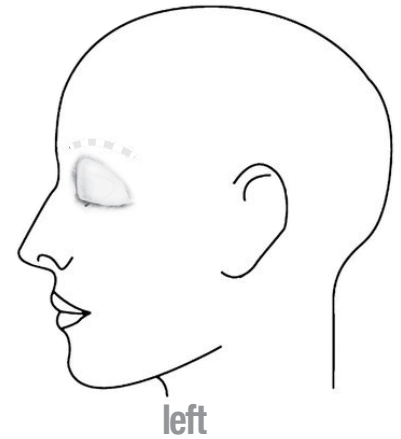
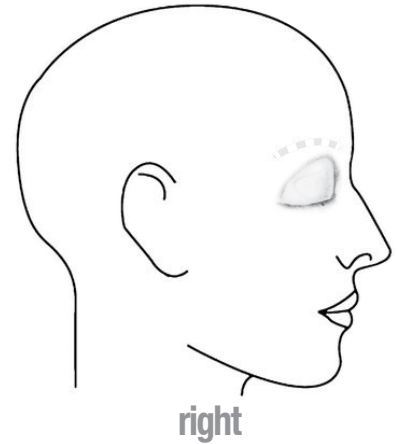
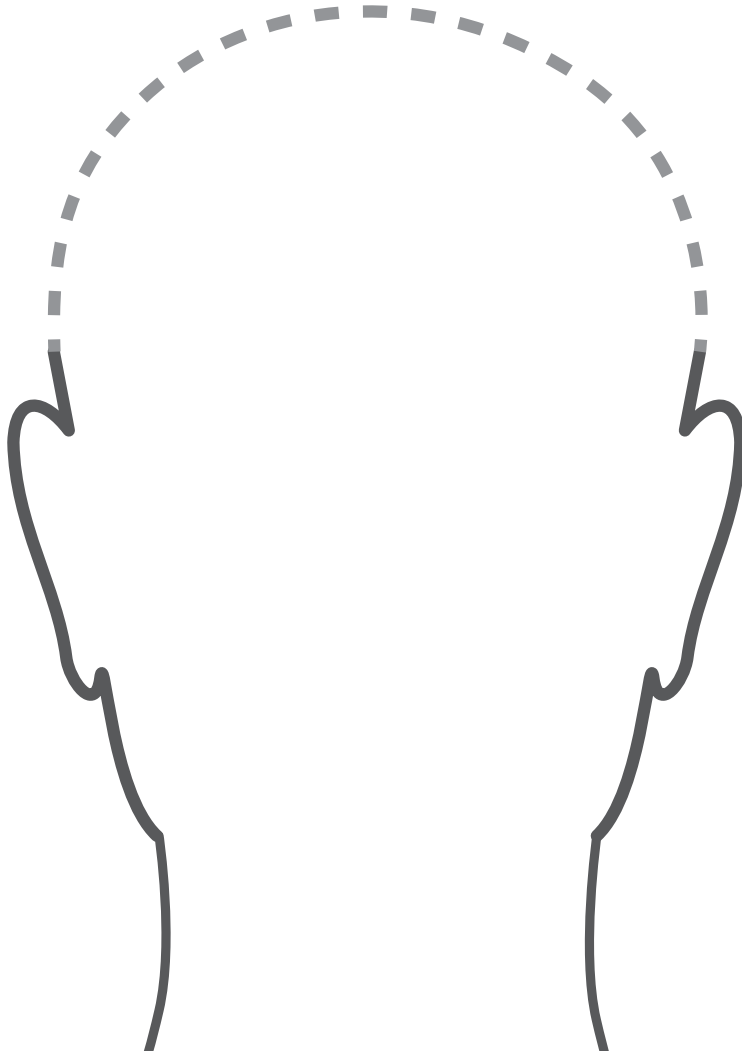
character name(s) \_\_\_\_\_

today's date \_\_\_\_\_

head circumference (measurements for head wear & wig size/fitting)

other pertinent info \_\_\_\_\_

## BACK



**HAIR STYLE DESCRIPTION {human OR fantasy}:**

*(ex: time period/genre, old/young, man/woman, etc.)*

**Hair type:**

*natural/wig/extensions? extension added to natural hair or wig?*

**Hair colors:**

*dyed or natural? describe color(s)*

**SOUND & HEAD WEAR:**

*microphone location (ex: through hair or around ear?) hat? scarf? crown? wreath? etc.*

**JEWELRY {color/metal, description & length/size}:**

*jewelry that interacts with hair and makeup (ex: gold necklace with pendant hangs to collar bone with matching 1" pierced earrings, etc.)*

**ACCESSORIES:**

*all other costume & sound items that interact with hair and makeup (ex: eye glasses, monocle, pipe, nose ring, etc.)*

**NOTES:**

CREATED BY



IN CAHOOTS WITH

