



THE OHIO STATE BOARD OF COSMETOLOGY

1929 Gateway Circle Grove City, Ohio 43123
Phone: (614) 466-3834 www.cos.ohio.gov

MOBILE SALON LICENSE APPLICATION

If a salon has an existing disciplinary action, a change of ownership or name change cannot take place until the action has been closed. You may contact the Board office to verify the status of a license.

If establishing two (2) types salons within one location (e.g. Manicuring and Esthetics), a separate application and fee is required for each.

After receiving an application, an opening inspection of the mobile salon will be scheduled. A mobile salon license will not be issued without an approved opening inspection.

Once the application has been approved, a business license will be mailed to the salon address listed. If you have not received your license within thirty (30) days of submitting the application, please contact the Board office.

Business license must be received prior to opening business.

Mobile Salons are required to follow the laws and rules found in Chapter 4713 of the Ohio Revised Code and Chapter 4713 of the Ohio Administrative Code, which govern the (practice of cosmetology) in Ohio.

Mobile salons must comply with all federal, state, and local commercial, transportation, environmental, and Sanitary regulations, and any applicable local zoning, building, and plumbing codes.

[CLICK HERE](#) to view the Laws and rules.

Salons are required (ORC 4713.081) to post the Sanitary Standards provided by the Board in a public and conspicuous place in the salon. [CLICK HERE](#) to access a copy of the standards.

All individuals providing services must be properly licensed or registered with the Ohio State Board of Cosmetology.

The status of a license or registration can be verified on the following website: <https://license.ohio.gov>

Salon licenses are not transferable from owner to owner or location to location.

The completed application and required fee must be mailed to:

**The Ohio State Board of Cosmetology
1929 Gateway Circle
Grove City, Ohio 43123**

Faxed applications will not be accepted.

If you have questions or concerns call: 614-644-6121



THE OHIO STATE BOARD OF COSMETOLOGY

1929 Gateway Circle Grove City, Ohio 43123
Phone: (614) 466-3834 www.cos.ohio.gov

MOBILE SALON LICENSURE APPLICATION

FEE: \$75.00 (Non-Refundable/Non -Transferable)

MAKE CHECK or MONEY ORDER ONLY

MADE PAYABLE TO: TREASURER STATE OF OHIO

**Application is a fill-in document and must be typed.
Applications that are illegible will be returned.**

TYPE OF APPLICATION				
(Select only one type per application)				
Cosmetology Salon (Hair, Nail, Skin Services)	New Salon	Change of Location	Change of Business Name	Change of Ownership
Manicuring Salon (Nail Services Only)	New Salon	Change of Location	Change of Business Name	Change of Ownership
Esthetics Salon (Skin Services Only)	New Salon	Change of Location	Change of Business Name	Change of Ownership
Hair Design Salon (Hair Services Only)	New Salon	Change of Location	Change of Business Name	Change of Ownership
Natural Hair Salon (Braiding and Natural Hair Services)	New Salon	Change of Location	Change of Business Name	Change of Ownership
Boutique Salon (Braiding and Threading Services Only)	New Salon	Change of Location	Change of Business Name	Change of Ownership
SALON NAME & LOCATION INFORMATION				
SALON NAME (Name must match business sign)				
SALON ADDRESS	STREET			
	SUITE, UNIT OR STORE NUMBER:			
	CITY:			
	STATE: OHIO	COUNTY:	ZIP CODE:	
PREVIOUS ADDRESS (only if this is a change of address)	STREET:			
	SUITE,UNIT OR STORE NUMBER:			
	CITY:			
	STATE: OHIO	COUNTY:	ZIP CODE:	

SALON PHONE NUMBER:	
SALON WEBSITE:	
SALON E-MAIL:	

OWNERSHIP INFORMATION

<p>Sole - Proprietorship (one owner)</p> <p>Owner DOB _____/_____/_____</p> <p align="center">Month Date Year</p>	<p>NAME:</p> <p>STREET:</p> <p>CITY: STATE: OHIO COUNTY:</p> <p>ZIP CODE: PHONE NUMBER:</p> <p>SSN: EMAIL :</p>
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<p>Partnership (two or more owners)</p> <p>Owner DOB _____/_____/_____</p> <p align="center">Month Date Year</p> <p>Owner DOB _____/_____/_____</p> <p align="center">Month Date Year</p> <p>Owner DOB _____/_____/_____</p> <p align="center">Month Date Year</p>	<p>NAME:</p> <p>STREET:</p> <p>CITY: STATE: OHIO COUNTY:</p> <p>ZIP CODE: PHONE NUMBER:</p> <p>SSN: EMAIL :</p> <p>NAME:</p> <p>STREET:</p> <p>CITY: STATE: OHIO COUNTY:</p> <p>ZIP CODE: PHONE NUMBER:</p> <p>SSN: EMAIL :</p> <p>NAME:</p> <p>STREET:</p> <p>CITY: STATE: OHIO COUNTY:</p> <p>ZIP CODE: PHONE NUMBER:</p> <p>SSN: EMAIL :</p>
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<p>Corporation or LLC</p>	<p>NAME:</p> <p>STREET:</p> <p>CITY: STATE: OHIO COUNTY:</p> <p>ZIP CODE: PHONE NUMBER:</p> <p>FEIN: EMAIL :</p>
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Affirmation

I affirm that:

- 1) all information contained in this application is true and accurate to the best of my knowledge and belief;
- 2) as the salon owner, I understand that I am required to follow the laws and rules found in Chapter 4713 of the Ohio Revised Code and Chapter 4713 of the Ohio Administrative Code, which govern the practice of cosmetology in Ohio; and
- 3) I understand that, while I have until the expiration date of the issued salon license to open for business, I am required to notify the Ohio State Board of Cosmetology of any changes to the **open for business date listed in this application.**

Signature of Applicant _____ Date _____

LOCATION REPORTING INFORMATION

A mobile salon must report operating locations and times to the board, on a form prescribed by the board, prior to providing services to the public. The mobile salon owner may report a weekly or monthly schedule of operating locations and times, in a manner prescribed by the board, in lieu of reporting each location separately. The hours and locations must be reported with sufficient accuracy to permit inspectors to conduct inspections of mobile salons in the same manner as permanently-placed salons; and

(7) Operation of a mobile salon shall cease promptly when:

(a) Waste water storage capacity has been reached;

(b) The toilet and or sink are non-functioning; or

(c) The mobile salon no longer has an adequate supply of clean water, or adequate waste water capacity for completing all cosmetology services.

To report the locations of a Mobile Salon, go to www.cos.ohio.gov click on Forms and Applications then select the Mobile Salon Location Change Form. This form is required to be submitted to the email address listed on the form.

Business Transaction

Affidavit - Complete if you are purchasing an existing salon with an "ACTIVE" license, involving only a change of ownership.

This form does not need to be completed if your mobile salon is a new unit and has not previously been issued a license by the Ohio State Board of Cosmetology.

Affidavit

State of Ohio, County _____

I, hereby swear or affirm that an actual change of ownership has occurred regarding the business listed below.

Name of Business _____ Current Salon License # _____

Address _____

Signature of Applicant _____

Signature of former Owner or Representative of Owner's Estate in the event of death of Owner:

(both must be signed in the presence of a notary)

Subscribed in my presence and sworn to me this _____ day of _____ year _____.

Notary Public (Commission Expiration Date Required)

NOTARY SEAL