How to Apply for a Boutique Service Registration

- 1. Visit www.cos.ohio.gov
- 2. Forms and Application
- 3. Individual
- 4. Print Boutique Affidavit Form
- 5. Visit www.elience.ohio.gov
- 6. Create an account with information that is being requested (if security code is unknown you may request it by clicking <u>Security Code</u>).
- 7. Apply for Boutique Service Registration
- 8. Complete all information and answer all questions.
- 9. Salon information must be completed:
 - Salon Name
 - Salon Address
 - Salon License Number (located on salon license COSS. with six numbers to follow)
 - Salon Telephone Number
- 10. Upload Driver's License
- 11. Upload Completion of 10th grade Education
- 12. Upload Boutique Affidavit Form

Once all information has been completed and forms have been uploaded, please click "Submit".

After approval, your Boutique Service Registration will be submitted to you via US mail. If you have further questions, please feel free to contact me at: Sandra.lee@cos.ohio.gov