

9. Owner/Corporation Name: _____

10. Owner Social Security No. or Corporation Federal ID No. *: _____

If a corporation, are your state franchise taxes current? (circle one) **YES** **NO**

If you are exempt from state franchise taxes, please state reason:

11. Owner/Corporation Mailing Address and Contact Information: (USED FOR ALL CORRESPONDENCE)

Number, Street and Apt. No. - OR - P.O. Box Number

City State Zip Code Country () Area Code Phone Number

FAX Number: () _____
Area Code Phone Number E-mail Address (johndoe@aol.com for example)

12. Additional Owner Mailing Address and Contact Information: (if necessary)

Last First Middle

Number, Street and Apt. No. - OR - P.O. Box Number

City State Zip Code Country () Area Code Phone Number

FAX Number: () _____
Area Code Phone Number E-mail Address (johndoe@aol.com for example)

13. Required for a salon license:

Checking the box certifies that I will not open for business until I have met all requirements for opening a salon and have received the salon license.

STATEMENT OF APPLICANT(S)

I certify that I will comply with all applicable provisions of the Texas Occupations Code, Title 9, Chapters 1602 and 1603; Tex. Admin. Code, Chapter 60; the Cosmetology Administrative Rules, 16 Tex. Admin. Code, Chapter 83 and Tex Occupational Code Chapter 51. I understand that providing false information on this application may result in revocation of the license I am requesting and the imposition of administrative penalties.

Date Signed

Signature of Owner or Corporate Officer

Date Signed

Signature of Owner or Corporate Officer

*Note: If you have a Social Security Number, Section 231.302 of the Texas Family Code REQUIRES all applicants to disclose their Social Security Number (SSN) when filing an application. The SSN that is provided is confidential and is required to enforce Child Support orders.

Mail to: P. O. Box 12157, Austin, TX 78711

FAX to: (512) 463-2951

TDLR Mobile Shop/Salon Itinerary

Shop/Salon Name: _____ License Number: _____

Week Of: _____ Cell or Mobile Telephone: _____

(EXAMPLE: WEEK OF: January 1 through January 7, 2008)

	Sun	Mon	Tue	Wed	Thu	Fri	Sat
8:00	Address & City	Address & City	Address & City	Address & City	Address & City	Address & City	Address & city
9:00							
10:00							
11:00							
12:00							
1:00							
2:00							
3:00							
4:00							
5:00							
6:00							
7:00							

IF HAND WRITTEN, THIS FORM MUST BE LEGIBLE AND PRINTED IN BLACK OR BLUE INK.



TEXAS DEPARTMENT OF LICENSING AND REGULATION

Cosmetology Program

P.O. Box 12088 • Austin, Texas 78711 • (512) 463-6599 • (800) 803-9202 • fax (512) 463-2951

Web site: www.license.state.tx.us

MOBILE COSMETOLOGY SALON REQUIREMENTS

1. Mobile unit must be self-contained, as defined in (§83.10(21)(TAC), self-supporting, and enclosed.
2. Exterior sign must be on both sides of the unit and contain the shop name and shop license number
3. Maintain a permanent physical address and mailing address; must notify Department within 10 days of an address change.
4. A mobile shop shall either:
 - a) Have a Global Positioning System (GPS) tracking device that enables the department to track the location of the mobile shop over the internet and meet the following requirements:
 - i) The device shall be on board and functioning at all times the mobile shop is in operation or open for business
 - ii) The mobile shop shall provide the department with all information necessary to track the shop over the internet; **OR**
 - b) submit to the department, in a manner specified by the department, a weekly itinerary showing the dates, exact locations, and times of service to be provided.
 - i) The license holder shall submit the itinerary not less than 7 calendar days prior to the beginning of the service described in the itinerary and shall submit to the department any changes in the itinerary not less than 24 hours prior to the change.
 - ii) A mobile shop shall follow the itinerary in providing service.
5. Furniture anchored to the mobile unit
6. All chemicals in the mobile shop shall be stored in cabinets secured with safety catches and shall be stored separate and apart from other articles or equipment in the shop.
7. Water heater that provides fresh, hot water continuously and on demand.
8. Mobile unit shall have a fresh water tank holding a sufficient amount of fresh water to perform the day's business. If a mobile unit's fresh water is depleted, operation must cease until the supply is replenished.
9. A functioning restroom within its perimeter, including a self-contained, flush toilet with holding tank. For public safety, chemical supplies shall not be stored in the restroom.
10. Department approved sterilizer if manicure/pedicure services are provided.
11. Vehicle identification numbers of the mobile unit shall be kept within the unit and made available for inspection by department personnel.
12. No services may be performed outside the mobile shop or while the mobile shop is in motion.

Requirements for all Salons

1. Minimum working floor space – 150 square feet for the first licensee and not less than 30 square feet for each additional licensee. Dispensary, reception areas, restrooms, utility, heating and/or cooling facilities, and retail floor space is not included as working floor space.
2. All floors in areas where services under the Act are performed, including restrooms and other areas where chemicals are mixed or where water may splash, must be of a material which is not porous or absorbent and is easily washable, except that anti-slip applications or plastic floor coverings maybe used for safety reasons. Carpet is permitted in all other areas.

2/25/2008

3. Sink with hot and cold running water.
4. A suitable receptacle for used towels/linen
5. One wet disinfectant container
6. A clean, dry, debris-free area
7. A minimum of one covered trash container
8. Copy of the current law and rules book.
9. Licensed premises shall eliminate any strong odors through adequate ventilation, including but not limited to, exhaust fans and air filtration to exhaust chemicals and fumes away from public area and to provide for the input of fresh air.
10. A mobile unit shall not be used as a residence or for any other purpose besides providing cosmetology services.
11. Food or beverages shall not be prepared on licensed premises for sale. Pre-packaged food or beverages may be sold to or consumed by clients.

Additional Requirements by Speciality

BEAUTY SALON
(FOR EACH LICENSEE PRESENT AND PROVIDING SERVICES)

One working station
 One styling chair
 A sufficient amount of shampoo bowls
 One hand held hair dryer, or hood dryer with or without chair
 A department approved sterilizer if providing manicure or pedicure services

MANICURE SALON
(FOR EACH LICENSEE PRESENT AND PROVIDING SERVICES)

One manicure table with light
 One manicure stool
 One professional client chair for each manicure station
 A department approved sterilizer

HAIR BRAIDING SALON
(FOR EACH LICENSEE PRESENT AND PROVIDING SERVICES)

One work station
 One styling chair

MANICURE/FACIAL SALON

All requirements for manicure AND facial salons.

WIG SALON
(FOR EACH LICENSEE PRESENT AND PROVIDING SERVICES)

One mannequin table, station or styling bar to accommodate a minimum of 10 hairpieces
 One wig dryer
 Two canvas wig blocks

FACIAL SALON
(FOR EACH LICENSEE PRESENT AND PROVIDING SERVICES)

One facial couch/chair
 One mirror

HAIR WEAVING SALON
(FOR EACH LICENSEE PRESENT AND PROVIDING SERVICES)

One work station
 One styling chair
 A sufficient amount of shampoo bowls for licensees providing hair weaving services
 One chair dryer/hand held dryer for each three licensees providing hair weaving services



COMPLAINTS

To Report Complaints Regarding Licenses, Sterilization, or Sanitation,

Contact:

**Texas Department of Licensing
& Regulation**

P.O. Box 12157

Austin, Texas 78711

800-803-9202 or (512)-463-2906

www.license.state.tx.us/complaints/