



STATE OF TENNESSEE  
DEPARTMENT OF COMMERCE & INSURANCE  
**STATE BOARD OF COSMETOLOGY AND BARBER EXAMINERS**

500 JAMES ROBERTSON PARKWAY  
NASHVILLE, TENNESSEE 37243  
(615) 741-2515 Fax: (615) 741-1310  
Website: <http://www.tn.gov/commerce/boards/cosmo/>

File# \_\_\_\_\_  
Xact# \_\_\_\_\_  
Inspector: \_\_\_\_\_  
Date Assigned: \_\_\_\_\_  
For official use only

**Step 1**

**Select Type of Cosmetology Shop:**

- FULL SERVICE
- MANICURE
- SKIN CARE
- MANICURE/SKIN CARE
- NATURAL HAIR STYLIST

**Step 2**

**Select Type of Application:**

- INITIAL APPLICATION
- CHANGE OF OWNERSHIP  
(Must include proof of ownership change)
- CHANGE OF LOCATION
- NAME CHANGE ONLY

**Fees:**  
Initial Shop:.....\$100.00  
Change of Ownership:.....\$100.00  
Change of Location:.....\$100.00  
Name Change Only:.....\$10.00  
**\*Shop license will expire two (2) years from original license approval date**

**Step 3**

**COMPLETE ALL INFORMATION REQUESTED:**

Salon/Shop Name \_\_\_\_\_ Business Phone (\_\_\_\_) \_\_\_\_\_

**Current** Salon/Shop Address \_\_\_\_\_

Street \_\_\_\_\_ City \_\_\_\_\_ County \_\_\_\_\_ Zip \_\_\_\_\_

Date Shop will be *Ready* for Inspection \_\_\_\_\_ **\*Email Address:** \_\_\_\_\_

\*Future inspection grade sheets and Board correspondence will be sent to your email address unless you specify otherwise.

**Business Owner(s):** \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ Zip \_\_\_\_\_

Home Phone (\_\_\_\_) \_\_\_\_\_ **\*Email:** \_\_\_\_\_

**Manager:** \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ Zip \_\_\_\_\_

Home Phone (\_\_\_\_) \_\_\_\_\_ Cell Phone (\_\_\_\_) \_\_\_\_\_

License ID Number \_\_\_\_\_ Expiration of License \_\_\_\_\_

**For Change of Ownership Only:**

Former Owner: \_\_\_\_\_  
Former *Shop* License ID Number: \_\_\_\_\_

**For Change of Location Only:**

Former Shop Address: \_\_\_\_\_

**For Change of Name Only:**

Former Shop Name: \_\_\_\_\_

**New shops, change of ownership and change of location must pass initial inspection before opening for business.**

**This form must be signed**

State of Tennessee:

I hereby swear or affirm that the statements on this form are true and accurate to the best of my knowledge and belief.

\_\_\_\_\_  
Signature of Applicant

**Eligibility Verification for Entitlements Act Attestation****STATE BOARD OF COSMETOLOGY AND BARBER EXAMINERS****Part A. Eligibility Verification for Entitlements Act Attestation**

**I hereby attest under penalty of perjury that I am (select one):**

\_\_\_\_\_ A United States citizen;

\_\_\_\_\_ A qualified alien as defined in Tenn. Code Ann. § 4-58-102;<sup>1</sup>

\_\_\_\_\_ A foreign national not physically present in the United States. Further, I understand that should I ever become physically present in the United States while I hold this license, registration, certification or other benefit I agree to immediately contact the issuing agency and provide documentation to confirm my status as a qualified alien.

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Date

**Submitting false information or omitting pertinent or material information in connection with this application or any violation of the Eligibility Verification for Entitlements Act may result in the revocation of any license, registration, certification or other benefit issued to the applicant. A person who willfully makes a false, fictitious or fraudulent statement or representation of United States citizenship may be prosecuted under 18 U.S.C. § 911 and/or the False Claims Act, T.C.A. §§ 4-18-101, *et seq.***

<sup>1</sup> Qualified alien means "A qualified alien as defined by 8 U.S.C. § 1641(b)" or "An alien or nonimmigrant eligible to receive state or local public benefits under 8 U.S.C. § 1621(a)." Pursuant to those statutes, this includes, but is not necessarily limited to:

- An alien who is lawfully admitted for permanent residence under the Immigration and Nationality Act [8 U.S.C. § 1101 et seq.];
- An alien who is granted asylum under section 208 of the Immigration and Nationality Act [8 U.S.C. § 1158];
- A refugee who is admitted to the United States under section 207 of the Immigration and Nationality Act [8 U.S.C.A. § 1157];
- An alien who is paroled into the United States under section 212(d)(5) of the Immigration and Nationality Act [8 U.S.C. § 1182(d)(5)] for a period of at least 1 year;
- An alien whose deportation is being withheld under section 243(h) of the Immigration and Nationality Act [8 U.S.C. § 1253] (as in effect immediately before the effective date of section 307 of division C of Public Law 104-208) or section 241(b)(3) of the Immigration and Nationality Act [8 U.S.C. § 1231(b)(3)] (as amended by section 305(a) of division C of Public Law 104-208);
- An alien who is granted conditional entry pursuant to section 203(a)(7) of the Immigration and Nationality Act [8 U.S.C. § 1153(a)(7)] as in effect prior to April 1, 1980;
- An alien who is a Cuban and Haitian entrant (as defined in section 501(e) of the Refugee Education Assistance Act of 1980);
- A nonimmigrant under the Immigration and Nationality Act [8 U.S.C. §§ 1101, *et seq.*];
- An alien who is paroled into the United States under section 212(d)(5) of the Immigration and Nationality Act [8 U.S.C. § 1182 (d)(5)] for less than one year.