



Virginia Board for Barbers and Cosmetology
REINSTATEMENT APPLICATION

IF YOUR LICENSE EXPIRED MORE THAN 2 YEARS AGO, DO NOT COMPLETE THIS REINSTATEMENT APPLICATION.
 INSTEAD, YOU MUST RE-APPLY AS A NEW APPLICANT.

Select the license you are reinstating. Select only **one**.

License Type	Individual	Individual w/ Instructor Certificate	Salon, Shop, Spa or Parlor	School
REINSTATEMENT FEE	\$ 150.00	\$ 320.00	\$ 230.00	\$290.00
Barber	1301	1302	1304	1303
Cosmetologist	1201	1204	1202	1205
Nail Technician	1206	1207	1208	1209
Wax Technician	1214	1215	1218	1219
Hair Braider	1222		1223	1224
Tattooer	1231	1239	1232	1251
Permanent Cosmetic Tattooer	1236	1250	1238	1252
Master Permanent Cosmetic Tattooer	1237			
Esthetician	1261	1262	1266	1267
Master Esthetician	1264	1265		
Body Piercer	1241		1242	
Body Piercer (Ear Only)	1245		1246	

APPLICATION FEES ARE NOT REFUNDABLE

A check or money order payable to the **TREASURER OF VIRGINIA**, or a completed credit card payment form (available at <http://www.dpor.virginia.gov/dporweb/creditcard.cfm>) must accompany your application package.

- Virginia License Number _____ Expiration Date _____
- Are you applying to reinstate an **individual license** or a **license with an instructor certificate**?
 No Skip to question #10
 Yes
- Name _____ n/a
 Last First Middle Gen
- Social Security Number of Virginia DMV Control Number * - -
 * State law requires every applicant for a license, certificate, registration or other authorization to engage in a business, trade, profession or occupation issued by the Commonwealth to provide a Social Security Number or a control number issued by the Virginia Department of Motor Vehicles.
- Date of Birth _____
- Street Address (PO Box not accepted) _____

 City State Zip Code
- Mailing Address (PO Box accepted) _____

 City State Zip Code
- E-mail Address _____

FOR OFFICE USE ONLY	DATE	FEE	TRANS CODE	ENTITY #	APPLICATION #	FILE# / LICENSE #	ISSUE DATE
			4020				

20. Have you, the salon, shop, spa, parlor, school or any of the owners ever been convicted in any jurisdiction of a misdemeanor or felony? *Any guilty plea or plea of nolo contendere must be disclosed on this application.*

No

Yes If yes, list the misdemeanor and/or felony conviction(s). Attach your original criminal history record; a certified copy of the final order, decree, or case decision by a court or regulatory agency with lawful authority to issue such order, decree, or case decision; **and** any other information you wish to have considered with this application (e.g., information on the status of incarceration, parole or probation; reference letters; documentation of rehabilitation). If additional space is needed, attach a separate sheet of paper.

Certified copies of court records may be obtained by writing to the Clerk of the Court in the jurisdiction in which you were convicted. The address is available from your local police department.

Original criminal history records may be obtained by contacting the state police in the jurisdiction in which you were convicted. Virginia residents must complete a criminal history record request form in the presence of a notary public and mail it to the Department of State Police, Central Criminal Records Exchange, Post Office Box 27472, Richmond, VA 23261-7472.

21. I, the undersigned, certify that the foregoing statements and answers are true, and I have not suppressed any information that might affect the decision to approve this application. I certify that I will notify the Department if the I, the salon, shop, spa, parlor, school or any owner is subject to a disciplinary action or convicted of a felony or misdemeanor (in any jurisdiction) prior to receiving the requested license. I certify that I/the owners have complied with all the laws of Virginia under the provisions of Title 54.1, Chapter 7 of the *Code of Virginia* and the *Virginia Board for Barbers and Cosmetology Regulations, Wax Technician Regulations, Hair Braiding Regulations, Body-Piercing Regulation, Tattooing Regulations and Esthetics Regulations, as applicable.*

22. Signature _____ Date _____

➔ SCHOOL APPLICANTS MUST ATTACH A NOTARIZED STATEMENT THAT ALL STUDENTS CURRENTLY ENROLLED OR SEEKING TO ENROLL AT THE SCHOOL HAVE BEEN NOTIFIED IN WRITING THAT THE SCHOOL'S LICENSE EXPIRED. THE BOARD WILL CONSIDER REINSTATEMENT IF THE SCHOOL CONSENTS TO, AND SATISFACTORILY PASSES AN INSPECTION OF THE SCHOOL AND ITS RECORDS MAINTAINED IN ACCORDANCE WITH THE BOARD FOR BARBERS AND COSMETOLOGY REGULATIONS.