

Applying for Salon Licensure

Older adults in various healthcare and residential settings enjoy the use of barber and beautician services leading to many healthcare providers have a salon, beauty shop, or spa located within the community. However, many of these need to be separately licensed. You can use this resource to find out more information about applying to licensure your salon, spa, or beauty shop within your community.

Am I required to license my beauty shop, salon, or spa with the state?

Yes, the rules based on the Iowa Administrative Code (IAC) are located at 481-941.2 Establishment licensing and indicate that no person shall operate an establishment unless the owner has obtained a license issued by the board.

How do I apply for a beauty shop, salon, or spa license?

Complete an [application for establishment license](#) online and submit the application along with the \$80 nonrefundable fee. The application must be submitted **no less than 30 days before** the anticipated opening date. You can find information on the online application [here](#).

Any questions on the application can be submitted to plpublic@idph.iowa.gov.

What happens if my beauty shop, salon or spa changes ownership or is sold?

The listed owner of either a stationary or readily movable establishment must update the board within 30 days of a change in contact information including telephone number, email address, or mailing address.

An establishment license is non-transferable. A change in ownership shall require the issuance of a new license. If an establishment is sold, the owner must send the license certificate and report of the sale to the board within 10 days of the date on which the sale is final. The owner of the establishment on record shall retain responsibility for the establishment until the notice of sale is received in the board office.

Do I need to renew my license?

Yes, each license has a biennial license renewal every odd numbered year. The notice of renewal is sent to each owner electronically prior to the expiration of the license. The owner shall submit the completed renewal application and fee to the board office before the license expiration date. If the initial license is issued within six months of the expiration date, the renewal isn't required until the next renewal period. If the renewal application and fee are received in the office after the expiration date, but within 30 days

of the expiration date, the late fee for failure to renew before the expiration date shall be charged.

Am I required to post my license?

Yes, the most current establishment license proof of renewal shall be posted in the establishment front entrance to provide the public a full, unobstructed view of the license. Additionally, each licensee working in the establishment shall post their proof of renewal at the front entrance.

Is there anything else I should know?

Yes, you're required to be in compliance with all [infection control guidance at 481-943](#). The Iowa Board of Barbering and Cosmetology Arts & Sciences is providing a [self-inspection checklist](#) for licensees to have a tool to assist owners and managers in complying with the board's statutes and rules. Owners and Managers are encouraged to use this tool every six months and correct deficiencies immediately.