

Cosmetology Salon

Documentation Required for Licensure

Licensure:

Create an account at: <https://amanda-portal.idph.state.ia.us/ibpl/portal/>
Applications must be submitted 30 days prior to the anticipated opening day.

Provide the name and license number of the cosmetology licensed manager operating the salon if the owner does not hold an active Iowa Cosmetology license.

Indicate the type of ownership of the business and name and contact information for all owners. Also, provide the % of controlling interest of ownership. The primary owner will receive the licensure documents via email and regular mail.

Pay the application fee of \$84.00. Fees are nonrefundable.

Inspections:

Complete the salon self-inspection form found at the Board's website. Each salon shall meet requirements for sanitary conditions in [645 IAC 63](#) to be eligible for licensure. Salons may be inspected for compliance within 12 months following issuance.

New Application Needed:

A salon license shall be issued for a specific location. A change in location or site of salon shall require submission of an application for a new license and payment of the fee.

A salon license is NOT transferable. [645 IAC 61.2\(6\)](#). *“Change in ownership” means any change of controlling interest in any corporation or any change of name of sole proprietorship or partnership.*