

Contiguous Establishment Licenses

What you need to know

In daily practice, a barber or cosmetologist may work under three different licenses, all at the same time. You need to be familiar with all three licenses.

1. A **personal** license lets you **practice** barbering or cosmetology.
2. A **primary** establishment/shop/salon license is for a barber or cosmetology **business**.
3. A **contiguous** establishment/shop license is for a **personal** barber or cosmetology **business** license that works within a primary shop.

What if I am an employee...

If you are an employee of a primary shop, like a salon, you only need a personal license. BUT, know when the primary shop's license expires (the shop license must be posted and contains the expiration date). It is a violation of the law to continue to work while the primary shop license is expired, and you could be disciplined for practicing in an unlicensed establishment.

Differences between types of establishments:

Primary shops can:

- Have multiple owners
- Employ people directly to work in primary areas
- Allow many contiguous shops to work within contiguous areas

Contiguous shops can:

- Have only one owner
- Only be associated with a single primary shop
- Work in any area designated as a contiguous area within the primary shop

Do I need a contiguous establishment license?

If you are not an employee but work in a primary shop, are an independent contractor, or are "renting/leasing a chair" from a salon, then you need to have a contiguous establishment license in addition to your personal license. The contiguous license will be associated with the primary shop where you work.

Frequently Asked Questions:

I want to move to a different primary shop, can I use my same contiguous license at my new primary shop?

No. A contiguous license is tied to a single primary shop. You will need to apply for a new contiguous license for the new primary shop.

I want to move to a different station inside the same shop, do I need a new license?

No. Your contiguous license allows you to work in any contiguous station within the same primary shop.

How do I know what stations I can work in?

You are allowed to work in any chair or station that the primary shop has designated as a contiguous chair or station. You should ask your primary shop which chairs or stations are contiguous chairs or stations.

If you have a contiguous license, you must:

- Renew your contiguous license every year.
- Ensure your personal license is current. You must renew your personal license every year. Renewal of contiguous and personal licenses may happen at different times during the year.
- Meet safety and sanitary requirements for your contiguous area.
- Notify the Board when you change addresses, primary shops, or the primary shop changes location.