

Listed below is a checklist to help assist with the fundamentals of what is required per statutes for opening a new Barber Shop.

### Checklist for opening a new barbershop

- Handwashing sink near each station.
- Container for clean towels
- Container for dirty towels
- Hand soap and towels at each sink
- Covered container for trash
- Soap and Water container for dirty tools
- Disinfectant container for clean tool
- Clipper disinfectant spray
- Neck strips
- Containers property labeled
- Drawers for tools to be stored

*Please include pictures of the establishment along with the application and fee. You may email pictures to [KBOB@ks.gov](mailto:KBOB@ks.gov)*



**APPLICATION FOR BARBER SHOP LICENSE**

License Fee: \$ 80.00

(Please use this application if changing shop name, address, or owner)

***Please include pictures of the establishment along with the application and fee.  
You may email pictures to [KBOB@ks.gov](mailto:KBOB@ks.gov)***

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

Shop Address: \_\_\_\_\_ Suite/Apt#: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_

Zip: \_\_\_\_\_ County: \_\_\_\_\_ Phone: \_\_\_\_\_

Is This Business Currently Licensed As A Cosmetology Salon: Yes \_\_\_\_\_ No: \_\_\_\_\_

When Would You Like to Open The Shop? \_\_\_\_\_

Is This a Relocation of an Existing Barber Shop?: Yes \_\_\_ No \_\_\_ (if yes, prior address) \_\_\_\_\_

Is This a Change of Ownership of an Existing Barber Shop?: Yes \_\_\_ No \_\_\_ (if yes, previous owner's name) \_\_\_\_\_

Is This a Change of Barber Shop Name?: Yes \_\_\_ No \_\_\_ (if yes, prior shop name) \_\_\_\_\_

**OWNERSHIP: First Owner**

Last Name: \_\_\_\_\_

First Name: \_\_\_\_\_ Middle: \_\_\_\_\_

Phone: \_\_\_\_\_ Social Security Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

Are You Licensed as a: Barber \_\_\_ Cosmetologist \_\_\_ Neither \_\_\_

License Number (if applicable): \_\_\_\_\_

**Second Owner (if applicable)**

Last Name: \_\_\_\_\_

First Name: \_\_\_\_\_ Middle: \_\_\_\_\_

Phone: \_\_\_\_\_ Social Security Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

Are You Licensed as a: Barber \_\_\_\_\_ Cosmetologist \_\_\_\_\_ Neither \_\_\_\_\_

License Number (if applicable): \_\_\_\_\_

The following information must be completed and returned with the application before a barber shop license will be issued, even if you will be the only barber working in the establishment.

As established in the Kansas Statute referenced below, at least one Kansas-licensed barber must be working in an establishment for it to be licensed as a barber shop. Please provide the name(s) and current valid barber license number(s) of the barber(s) who are working in your establishment. (or, if this is a first-time license, the barber(s) who will be working in your establishment).

Licensed Barber 1: Full Name: \_\_\_\_\_

License Number: \_\_\_\_\_ Expiration Date: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Email: \_\_\_\_\_

Day(s) Barber will be in the shop (for inspection purposes): \_\_\_\_\_

Licensed Barber 2: Full Name: \_\_\_\_\_

License Number: \_\_\_\_\_ Expiration Date: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Email: \_\_\_\_\_

Day(s) Barber will be in the shop (for inspection purposes): \_\_\_\_\_

Licensed Barber 3: Full Name: \_\_\_\_\_

License Number: \_\_\_\_\_ Expiration Date: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Email: \_\_\_\_\_

Day(s) Barber will be in the shop (for inspection purposes): \_\_\_\_\_

If additional Barber(s) please list on separate sheet

**CRIMINAL HISTORY (First Owner)**

Have you ever been convicted of any felony offense(s) or Class A misdemeanor person crime(s), in Kansas or any other state or in a military court? Yes \_\_\_\_\_ No \_\_\_\_\_

**NOTE:** If "YES," You MUST complete a "felony packet" providing details about the convictions. These packets can be located on our website with the applications, or you may request one from the Board Office. The felony packet will be reviewed by the Board and the Board will determine whether your criminal history would disqualify you from receiving a license.

**Signature and Verification**

I declare under the penalty of perjury under the laws of the State of Kansas that the information provided in this application is true and correct.

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**CRIMINAL HISTORY (Second Owner)**

Have you ever been convicted of any felony offense(s) or Class A misdemeanor person crime(s), in Kansas or any other state or in a military court? Yes \_\_\_\_\_ No \_\_\_\_\_

**NOTE:** If "YES," You MUST complete a "felony packet" providing details about the convictions. These packets can be located on our website with the applications, or you may request one from the Board Office. The felony packet will be reviewed by the Board and the Board will determine whether your criminal history would disqualify you from receiving a license.

**Signature and Verification**

I declare under the penalty of perjury under the laws of the State of Kansas that the information provided in this application is true and correct.

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**SELECTED STATUTES AND REGULATIONS** (all statutes and regulations for the Board of Barbering can be found on at [kbob@ks.gov](mailto:kbob@ks.gov) )

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61-1-16. Use of shop for living quarters or business purposes prohibited. No barber shop, school or college or rest room in connection therewith shall be used for living quarters, or business purposes except for the sale of items related to hair and skin care. If a room or rooms used for residential or non-barbering business purposes are in the same room or rooms or adjacent to a room or rooms used for the practice of barbering, then a solid partition shall separate the premises used for residential or non-barbering business purposes from the barbering area. The partition may contain a door, provided it remains closed except for entering and leaving. A separate outside entrance must be provided for the barber shop.

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65-1808. Practice of barbering regulated by act. It is unlawful for any person to engage in barbering for hire in this state, to operate a barber shop, barber school or barber college, to employ any person to engage in the practice of barbering as defined in K.S.A. 65-1809 and amendments thereto, except in conformity with the provisions of this act.

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65-1820a. Nonissuance, nonrenewal, suspension or revocation of license; grounds; board orders requiring remediation of violations.

(a) The board may censure, limit, condition, suspend, revoke or refuse to issue, reinstate or renew a license of any applicant or licensee upon proof that the applicant or licensee:

- (1) Has committed malpractice or incompetency;
- (2) has become afflicted with an infectious or communicable disease;
- (3) has advertised by knowingly false or deceptive statements;
- (4) has advertised, practiced or attempted to practice under a trade name other than one's own;
- (5) is unable to practice barbering with skill and safety due to current abuse of drugs or alcohol;
- (6) has committed unprofessional conduct as defined in rules and regulations adopted by the board;
- (7) has obtained or attempted to obtain a license for money other than the required fee, or for any other thing of value or by fraudulent misrepresentations;
- (8) has willfully failed to display a license to practice barbering as required by K.S.A. 65-1818, and amendments thereto;
- (9) has practiced or attempted to practice barbering by fraudulent misrepresentations;
- (10) has violated any of the sanitation standards adopted by the secretary of health and environment pursuant to K.S.A. 65-1,148, and amendments thereto, for the regulation of barber shops, barber schools and barber colleges;
- (11) has violated any lawful rules and regulations of the board concerning the operation or management of a barber shop, barber school or barber college; or
- (12) has been convicted of any felony offense or misdemeanor offense of a crime against persons or involving illegal drugs as determined by the board in rules and regulations, and the licensee or applicant for a license is unable to demonstrate to the board's satisfaction that such person has been sufficiently rehabilitated to warrant the public trust.

(b) The board, in lieu of or addition to any other penalty prescribed under the provisions of article 18 of chapter 65 of the Kansas Statutes Annotated, and amendments thereto, may assess a civil fine against a licensee for a violation of the provisions of article 18 of chapter 65 of the Kansas Statutes Annotated, and amendments thereto, in an amount not to exceed \$1,000.

(c) In all matters pending before the board, the board shall have the power to revoke the license of any licensee who voluntarily surrenders such person's or entity's license pending investigation of misconduct or while charges of misconduct against the licensee are pending or anticipated.

(d) All proceedings under the provisions of article 18 of chapter 65 of the Kansas Statutes Annotated, and amendments thereto, shall be conducted in accordance with the Kansas administrative procedure act. Judicial review and civil enforcement of agency actions under the provisions of article 18 of chapter 65 of the Kansas Statutes Annotated, and amendments thereto, shall be in accordance with the Kansas judicial review act.

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