



# Louisiana State Board of Cosmetology Facility Application

Please provide the following information:

**Type of Facility:**

Threading

Alternative Hair Design

**Opening Date** \_\_\_\_\_

**Inspector** \_\_\_\_\_

**License/Permit #** \_\_\_\_\_

**Tax Identification #** \_\_\_\_\_

**Initial License:** A \$105.00 check or money order will be collected by the inspector at the time of the initial inspection. (\$50.00 for the inspection and \$55.00 for the "license")

**\*\*\*A copy of your operator's license must be present during the initial inspection. You must first apply for your occupational license through the city/parish if it is required. (Contact local parish office)**

PLEASE PRINT

\_\_\_\_\_  
**NAME OF FACILITY**

\_\_\_\_\_  
**NAME OF OWNER**

\_\_\_\_\_  
**FACILITY PHYSICAL ADDRESS**

\_\_\_\_\_  
**FACILITY MAILING ADDRESS**

\_\_\_\_\_  
**FACILITY TELEPHONE NUMBER**

\_\_\_\_\_  
**OWNER'S TAX ID NUMBER**

\*\*\*\*\*To schedule your initial inspection please contact the inspector assigned to the specific parish that your facility is located. (SEE ATTACHED) Please have this form and payment filled out prior to the inspection to avoid any processing delays. Additionally, you must have your facility set up with all required equipment and tools when the inspector arrives for your inspection. Failure to meet requirements will result in a rescheduling at a \$25.00 cost.



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### Threading Facilities:

Threading is the only service allowed in a threading facility. Threading shall not be performed in any threading facility or salon unless the following items are available for use:

1. Hand washing sink;
2. hot and cold running water;
3. stool for operator and chair for client;
4. lamp;
5. sanitizers or sterilizers for implements;
6. blood spill kit
7. thread;
8. towels;
9. covered waste bins; and
10. covered container for towels;
11. first aid kit and
12. Gold Book (rule book)

### Threading Facility Requirements:

1. Submit a completed facility application along with required fees and documentation.
2. Adhere to all safety and sanitation requirements of L.A.C. 46:XXXI.700(A-R) which are applicable to a threading facility.
3. Certify that all persons employed and/or performing services are appropriately licensed by this board.
4. Provide only services that fall within the scope of threading as defined in L.A.C. 46:XXXI.1110 (A).
5. A threading facility owner, who is not a licensed cosmetologist or an esthetician or permitted as a threader, shall employ one or more registered managers who shall be licensed as cosmetologists or estheticians or permitted as a threader. A registered manager shall be present at the facility during all hours of operation and shall be responsible for ensuring that all persons practicing threading within the facility are appropriately licensed and follow all applicable laws and rules and regulations. A threading facility owner who is absent from his respective facility more than two working days per week shall employ a manager, who shall be a registered cosmetologist or an esthetician or a permitted threader and who shall obtain a certificate of registration as a manager.



## Louisiana State Board of Cosmetology Facility Application

### Alternative Hair Design Facility (AHD)

Alternative hair design services are the only services allowed in an alternative hair design facility. Alternative hair design (AHD) services shall not be performed in any facility or salon unless the following items are available for use or displayed:

1. At least one sign with lettering of at least 3 inches that states "NO CHEMICAL SERVICES ALLOWED"
2. One or more shampoo bowl(s) with hot and cold running water and an adjustable chair.
3. An operational restroom with a sink for hand washing with hot and cold running water.
4. At least 1 heat resistant braiding bib for every operator providing the applicable service.
5. Kettle (for dipping braids)
6. One large sanitation center or a wet and dry sanitizer at each station.
7. One or more hair dryer(s) and a blow dryer.
8. Workstation for each operator with adequate workspace for tools and product.
9. One enclosed and labeled storage area for clean towels.
10. One covered and labeled container for soiled towels.
11. One covered and labeled trash container maintained in a sanitary manner.
12. Blood spill kit
13. First aid kit
14. Gold Book

### AHD Facility Requirements:

1. Submit a completed facility application along with required fees and documentation to the inspector.
2. Adhere to all safety and sanitation requirements of L.A.C. 46:XXXI.700(A-R).
3. Certify that all persons employed and/or performing services are appropriately license/permitted by this board. There shall be no training in the facility.
4. Provide only services that fall within the scope of AHD as defined in L.A.C. 46:XXXI.101 (A).
5. An AHD owner shall be a registered cosmetologist, a current holder of an AHD permit, or owner shall employ a manager that is either a cosmetologist or a current holder of an AHD permit and obtain a certificate of registration as a manager. A registered manager shall be present at the facility during all hours of operation and shall be responsible for ensuring that all persons practicing AHD within the facility are appropriately licensed/permitted and follow all applicable laws, rules and regulations. Also, an AHD facility owner who is absent from his respective facility more than two working days per week shall employ a manager, who shall be a registered cosmetologist or hold an AHD permit and who shall obtain a certificate of registration as a manager.