



**Virginia Board for Barbers and Cosmetology
 School - CERTIFICATE OF LICENSE TERMINATION**

I hereby certify that _____ changed entities or ceased operation as

 Business Name

a sole proprietor, general partnership, limited partnership/liability corporation, association, or corporation in the Commonwealth of Virginia
 on _____ . Accordingly, I am returning license number _____ .
 Date

The undersigned certify that the foregoing statement and answers are true. I/we have complied with all the laws of Virginia related to licensure under the provisions of Title 54.1, Chapter 7, of the *Code of Virginia* and the *Virginia Board for Barbers and Cosmetology, Board for Barbers and Cosmetology Regulations and Esthetics Regulations; Body-Piercing Regulations and Tattooing Regulations*, and I/we understand this affidavit.

1. Business Entity/Sole Proprietor's Name _____

2. Trade, "Doing Business As" (DBA), or "Fictitious Name" _____

3. Provide **one** of the following identification numbers*:

- Business Federal Employer Identification Number (FEIN) _____
 Federal Employer Identification Number (12-3456789)
- Sole Proprietor's/Individual's* Social Security Number **or** _____
 Social Security or Virginia DMV Number (123-45-6789)
- Virginia** Department of Motor Vehicles Control Number _____
 Social Security or Virginia DMV Number (123-45-6789)

➤ Enter the same identification number as used on previous applications or licenses on file with the department.
 * State law requires every applicant, *who is not a sole proprietor or solely owned LLC*, to provide a federal employer identification number. *Sole proprietor or solely owned LLC* who do not have a FEIN must provide a social security number or a control number issued by the Virginia Department of Motor Vehicles.

4. Mailing Address (PO Box accepted) _____

 City State Zip Code

5. Contact Numbers _____
 Primary Telephone Alternate Telephone Fax

6. Email Address _____

Please attest to understanding the regulatory requirements for terminating a school on the second page.

BOARD USE ONLY	LICENSE NUMBER	TRANSACTION DATE
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Virginia Board for Barbers and Cosmetology - School License Termination

In addition to submission of the Certificate of License Termination form, schools must comply with the requirements found in 18VAC41-20-130 and 18VAC41-20-250. **Failure to comply may result in disciplinary action** being taken against the responsible management associated with the school, as well as any other licenses under the same business entity such as a salon or shop.

18VAC41-20-130.C

Whenever the legal business entity holding the license is dissolved or altered to form a new business entity, the original license becomes void and shall be returned to the board within 30 days of the change.

Signature

I certify that my submission contains the original license copy.

18VAC41-20-250.B

Within 30 days of ceasing to operate, whether through dissolution or alteration of the business entity, the school shall provide a written report to the board on performances and hours of each of its students who have not completed the program.

Signature

I certify that my submission contains a written report on performances and hours of each student who did not complete the program.

7. **Signature of Responsible Management** (sole proprietor, partners of a general partnership, managing partner of a limited partnership, officers/directors of an association, managers/members of a limited liability company, or officers of a corporation)

Print Name _____

Signature _____

Title _____ Date _____

Print Name _____

Signature _____

Title _____ Date _____

Print Name _____

Signature _____

Title _____ Date _____

Print Name _____

Signature _____

Title _____ Date _____