

## MICHIGAN BARBERSHOP LICENSING GUIDE

### OVERVIEW:

The barbershop license type allows a licensee to perform as a barber at the licensed place, establishment or premises.

*NOTE: The content contained below is a general overview of licensing requirements. Links to access the Occupational Code and Administrative Rules for this profession can be found at the end of this guide.*

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### LICENSURE REQUIREMENTS CHECKLIST

#### APPLICATION AND FEES

- Online Application for a Barbershop License - Complete all fields, answer all questions, and upload any supporting documentation.
- Online applications can be completed by visiting [www.michigan.gov/miplus](http://www.michigan.gov/miplus)
- Application Fee + 2 year license fee: (Must be paid by Visa, Mastercard, American Express, or Discover credit or debit card)

Barbershop: \$130.00

#### THE FOLLOWING REQUIREMENTS APPLY TO ALL APPLICANTS

- Certify all licensure requirements have been fulfilled except for the inspection pursuant to MCL 339.1111 of the Occupational Code, Act 299 of 1980.
- Provide the days and hours of operation of the barbershop.
- Provide calendar date which premises will be ready for inspection.

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- Submit a drawing or diagram of the floorplan of the proposed barbershop premises for which licensure is sought. Label and identify the toilet facilities unless public toilet facilities are reasonably available. Label and identify the shampoo bowl with hot and cold running water if shampooing services are offered, show all walls, doors, and indicate any connecting rooms or businesses.
- Business is not permitted to be conducted in the barbershop until after an inspection has occurred and the license has been issued.

### ADDITIONAL REQUIREMENTS FOR THOSE APPLYING FOR RELICENSURE (These are in addition to the requirements stated above that apply to All applicants)

- Online application can be completed by visiting [www.michigan.gov/miplus](http://www.michigan.gov/miplus) and selecting MiPLUS Login. Select “**Modification**” next to your license number and this will start the relicensure process.
- Barbershop Relicensure Application and Fee: \$150.00 (Must be paid by Visa, Mastercard, American Express or Discover credit or debit card)

### RENEWAL REQUIREMENTS CHECKLIST

- Online Application for Michigan Barbershop Renewal – Must be completed by visiting [www.michigan.gov/miplus](http://www.michigan.gov/miplus) no sooner than 90 days prior to the expiration date of current license.
- Barbershop Renewal Application Fee: \$80.00 (Must be paid by Visa, Mastercard, American Express or Discover credit or debit card)
- Renewal Cycle: 2 years
- Accept Renewal Attestation – By accepting the renewal attestation, you as the licensee are certifying that you have met the requirements and all information provided on your renewal application is true and complete.

### HELPFUL RESOURCES AND FORMS

- By visiting [www.michigan.gov/occupationallicense](http://www.michigan.gov/occupationallicense) and clicking on the barbers link you can access the following helpful resources and forms:

#### Resources:

- [Occupational Code](#)
- [Administrative Rules for Barbers](#)
- Barbershop Inspection Requirements

### FREQUENTLY ASKED QUESTIONS

#### 1. How long is the barbershop license valid?

The barbershop license is valid for 2 years.

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## 2. What happens if my barbershop changes location or ownership?

Barbershop licenses are issued to a specific address and owner; therefore, you must submit a new application and all other required documentation (i.e. floor plan) to obtain a new license for the new barbershop location or owner. An address or ownership change of a licensed barbershop voids the license and a new application for licensure is required for the new location or ownership.

## 3. What happens if my license barbershop license is lapsed?

A person that fails to renew their barbershop license on or before the expiration date, their license will lapse on the day after the expiration date. If your license is not renewed before the expiration date, you are permitted to renew the license within the 60-day grace period after your expiration date.

When your license lapses, you can no longer practice at this location. To regain an active license, you must apply for relicensure. Go to [www.michigan.gov/miplus](http://www.michigan.gov/miplus), then click "MiPlus Login". That will take you to the page that will ask you for a username and password. Enter your username and password and click "login". Once you are logged in click on "licenses" and you will see your license listed with a link that says "modification". Click directly on that link to open up the relicensure application.

It is your responsibility to make sure your license is current and valid. The department will send renewal information to the last address on record 90 days prior to the expiration date of the license. If we have incorrect contact information and you do not receive the renewal reminder, you are still responsible for making sure your license has been renewed timely.

## 4. What should all be included in my floorplan submitted within my barbershop application?

Label and identify the washbasin and toilet facilities, unless public toilet facilities are reasonably available. Show all walls, doors, and indicate any connecting rooms or businesses.

## 5. How do I apply for an apprentice under my barbershop?

An online application for a Barber Apprentice Registration can be completed by visiting [www.michigan.gov/miplus](http://www.michigan.gov/miplus), select **MiPLUS Login**, select "**Modification**" next to your barbershop license number. One of the modification options will include an apprentice registration application

## 6. Do I have to let the inspector enter my premises?

Yes, as indicated by MCL 339.1113 which states, in pertinent part, "A board member or representative of the department shall be allowed to enter the premises during regular business hours for the purpose of inspecting to determine that the barber shop or barber college meets the requirements of this article and rules promulgated under this article."

## 7. Is it required to post the barbershop and individual licenses in the salon?

Yes. The display of the barbershop license and the license of each barber who works in the barbershop is required to be visible to the public at all times.