



North Central District Health Department

- Enfield—31 North Main Street, Enfield, CT 06082 * (860) 745-0383 Fax (860) 745-3188
- Vernon—375 Hartford Turnpike, Room 120, Vernon, CT 06066 * (860) 872-1501 Fax (860) 872 1531
- Windham—Town Hall, 979 Main Street, Willimantic, CT 06226 * (860) 465-3033 Fax (860) 465-3034
- Stafford—Town Hall, 1 Main Street, Stafford Springs, CT 06076 * (860) 684-5609 Fax (860) 684-1768

Patrice A. Sulik, MPH, R.S.
Director of Health

November 2021

Dear Salon Owner:

Your current salon service license expires on December 31, 2021. In keeping with the requirements of CT General Statutes, CT Public Health Code, and the North Central District Health Department (NCDHD) Sanitary Code, please plan to submit your renewal application and license fee (see fee schedule below) to the NCDHD on or before January 3, 2022. NCDHD offices are closed on 12/31/2021 due to the holiday.

Salon licenses are not transferable from one business owner to another. Please review the following items:

- 1. Salon renewal applications and license fees are due on or before January 3, 2022.**
2. NCDHD Enfield office is currently closed to the public. All salon renewals must be sent through mail, fax, or email to licenser renewal@ncdhd.org.
3. NCDHD now accepts credit card payments by phone at 860-745-0383.
4. Renewals received and/or postmarked after January 3, 2022, will be charged a late fee of \$175.00-\$300.00 (aligned with licensure fee). There will be no exceptions.

THE SALON OPERATOR AND ALL COSMETOLOGISTS AND BARBERS MUST POSSESS A CURRENT LICENSE FROM THE STATE OF CONNECTICUT. The reinspection fee for a failed inspection due to a four (4) point debit is \$300.00. If you do not have a valid CT License or paid personal property taxes and/or sewer charges, you will not be able to renew your Salon License.

1. Any modifications, reconstruction or equipment changes will need prior review and approval by NCDHD.
2. Should you intend to sell your business, a New Owner Inspection is required.
3. Please contact our Enfield office for the correct forms and information 30 days prior to construction or a change of ownership. Our forms are also on our website at www.ncdhd.org under "Forms."

Salon inspections for 2022 will be done through the calendar year in the District. If you have any questions regarding these requirements, please contact the Enfield office at 860-745-0383.

Sincerely,

Patrice A. Sulik, MPH, RS
Director of Health

Attachment



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BARBERSHOP, BEAUTY SALON, NAIL SALON LICENSE APPLICATION/RENEWAL FORM

Expires annually on December 31st

(All statements must be filled in)

NAME OF ESTABLISHMENT _____ Phone No. _____

ADDRESS _____

HOURS & DAYS OF OPERATION: _____

Mailing Address: _____

E-Mail Address: _____

NAME OF OPERATOR _____ Phone No. _____

COSMETOLOGIST LICENSE NO. _____ DATE FIRST ISSUED _____

ADDRESS _____

E-mail Address: _____

NAME OF OWNER _____ Phone No. _____

ADDRESS _____

E-mail Address: _____

SIGNATURE OF OWNER: _____

***Note: There will be no refunds of Salon licensure fees.**

Water Supply: Public Water Private Well SHD **Total Number of Stations:** _____

Sewage Disposal: Public Sewer Septic System: Size of Tank _____ Date Last Pumped _____

Services Provided: Barbering Hairdressing Manicures Pedicures Massage

Licensed Cosmetologist _____ CT License # _____

CT Dept. of Labor Apprentices: _____

Licensed Cosmetologist _____ CT License _____

CT Dept. of Labor Apprentices: _____

NOTE: ANNUAL LICENSURE FEE (Check Appropriate Amount) for 2022:

1-6 Stations \$175.00

7-12 Stations \$250.00

13+ Stations \$300.00

Reinspection Fee (if required) \$125.00

Reinspection Fee due to Failed Inspection \$300.00

Payments can be made via check/money order or credit card by phone at 860-745-0383. Checks/money orders should be made payable to North Central District Health Department (NCDHD) and mailed to:
North Central District Health Department, 31 North Main Street, Enfield, Connecticut 06082