

Nebraska Mobile Barber Shop Guidelines

EFFECTIVE DATE: JANUARY 1, 2019

The Mobile Shop must be a self contained, self-supporting, enclosed unit licensed under the act as a mobile site for the performance of the practice of barbering by persons licensed under the act. Mobile barber shop's must meet and follow all applicable rules and regulations under the Barber Act.

The Mobile Unit meets either A or B below:

(A) The mobile unit has a global positioning system tracking device that enables the board to track the location of the barber shop over the Internet;

(ii) The device is on board the mobile unit and functioning at all times the barber shop is in operation or open for business; and

(iii) The owner of the barber shop provides the board with all information necessary to track the barber shop over the Internet;

OR

(B) The owner of the barber shop submits to the board, in a manner specified by the board, a weekly itinerary showing the dates, exact locations, and times that barbering services are scheduled to be provided. The owner shall submit the itinerary not less than seven calendar days prior to the beginning of the service described in the itinerary and shall submit to the board any changes in the itinerary not less than twenty-four hours prior to the change. A barber shop shall follow the itinerary in providing service and notify the board of any changes.

The barber shop is clearly identified as such to the public by a sign. The barber shop complies with the sanitary requirements of the Barber Act and the rules and regulations adopted and promulgated under the act. The entrance into the proposed barber shop used by the general public provides safe access by the public and the proposed barber shop includes a functional sink and toilet facilities and maintains an adequate supply of clean water and wastewater storage capacity.

No barbering practices may be performed in a barber shop while the barber shop is moving. The barber shop must be safely and legally parked in a legal parking space at all times while clients are present inside the barber shop. A mobile barber shop shall not park or conduct business within three hundred feet of another licensed barber shop.

Any person seeking a license to operate a mobile barber shop shall submit a completed application to the board as provided in section 71-219.02, and along with the application, the applicant shall submit a detailed floor plan or blueprint of the proposed barber shop sufficient to demonstrate compliance with the requirements of this act.

In addition to the requirements of the Barber Act, each application for a license to operate a mobile barber shop shall be reviewed by the board for compliance with the requirements of the Barber Act. If an application is denied, the applicant shall be informed in writing of the grounds for denial, and such denial shall not prejudice future applications by the applicant. If an application is approved, the board shall issue the applicant a certificate of consideration to operate a mobile barber shop pending an operation inspection. The board shall conduct an operation inspection of each barber shop issued a certificate of consideration within six months after the issuance of such certificate. A barber shop which passes the inspection shall be issued a license. A barber shop which fails the inspection shall submit within fifteen days evidence of corrective action taken to improve those aspects of operation found deficient. If evidence is not submitted within fifteen days or if after a second inspection the barber shop does not receive a satisfactory rating, it shall immediately relinquish its certificate of consideration and cease operation.

In order to maintain its license in good standing, each mobile barber shop shall operate in accordance with the following requirements:

- (1) The barber shop shall at all times comply with all applicable provisions of the Barber Act and all rules and regulations adopted and promulgated under the act;
- (2) The barber shop owner or his or her agent shall notify the board of any change of ownership, name, or office address and if a barber shop is permanently closed;
- (3) No barber shop shall permit any unlicensed person to perform any of the practices of barbering within its confines or employment;
- (4) The barber shop shall display a name upon, over, or near the entrance door distinguishing it as a barber shop;
- (5) The barber shop shall permit any duly authorized agent of the board to conduct an operation inspection or investigation at any time during the normal operating hours of the barber shop, without prior notice, and the owner and manager shall assist the inspector by providing access to all areas of the barber shop, all personnel, and all records requested by the inspector;
- (6) The barber shop shall display in a conspicuous place the following records:
 - (a) The current license or certificate of consideration to operate a barber shop; and
 - (b) The current licenses of all persons licensed under the act who are employed by or working in the barber shop;

The owner of the barber shop shall maintain a permanent business address at which correspondence from the board may be received and records of appointments, license numbers, and vehicle identification numbers shall be kept for each barber shop being operated by the owner. The owner shall make such records available for verification and inspection by the board. A New Mobile Barber Shop application and fees shall be submitted to the Board Office upon any change of ownership or change in mobile unit.

Nebraska Mobile Barber Shop Application Instructions

Locate the Fee Schedule attached to this application. Find the month and the year (even or odd year) of which will be the first day the shop will first open for business, to determine the fee amount. A detailed Shop sketch or blueprint must be submitted with the application.

- 1) Indicate the first day the mobile shop is scheduled to be open for business.
- 2) Complete the Name and Phone number for the Mobile shop.
- 3) List the address the mobile unit **will be parked**, when not open for business. Street, City, & Zip Code. **Please note: random, unannounced inspections will be performed.**
- 4) Complete the mailing address for postal correspondence, even if it is the same as #3.
- 5) Owners Name or Corporation/ LLC information and Phone number.
- 6) Second Owners Name and Phone number if applicable.
- 7) Complete Corporation Federal Identification numbers.
- 8) Is owner a licensed barber? If not, give the name of the licensed barber/s who will be working the mobile shop. **We cannot issue a Mobile Barber Shop License if there are no licensed barbers offering barber services.**
- 9) Submit the barber/s license number who will be working the mobile shop.
- 10) Will the mobile shop be using a global positioning tracking device?
- 11) If the shop will be using a global positioning tracking device, will it be on board and properly functioning?
- 12) If you are using the global positioning tracking device, you must provide the Board with all of the information necessary for the Board to track the mobile unit over the internet.
- 13) If the owner/s will not be using the global positioning tracking device, a current updated itinerary **must** be submitted to the Board office on a weekly schedule, not less than seven calendar days prior to the beginning of the service described in the itinerary.
- 14) Select the method of itinerary submission.
- 15) Shop size, measurements or in square footage.
- 16) Will this mobile unit also be licensed as a cosmetology salon? And how many functioning shampoo bowls will be in the shop?
- 17) What is the water capacity of the water heater? In gallons – How many barber chairs will be licensed in the unit?
- 18) What type of heating and cooling for this unit?
- 19) Is there a dispensary or product storage or other rooms?
- 20) Describe what the other rooms (if any) are used for.

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- 21) List the number of mirrors hung in the cutting area. List the dimensions of the mirrors in the cutting area.
- 22) List the type of flooring used in the cutting area.
- 23) List the material used for interior walls.
- 24) List the type of lighting used in the cutting area.
- 25) List the number of immersion Sanitizers used in the shop. There is to be at least one per chair.
- 26) List the product name of the agent used in Immersion Sanitizers.
- 27) List the product name of the agent used to sanitize combs and brushes. (Ultra-violet Ray Machines DO NOT replace the three step sanitation process)
- 28) List the product name of the agent used to sanitize metal tools.
- 29) Check one choice, which applies to you and any other fields, which require completing.
- 30) Owner/s must sign this application, witnessed by a Notary Public
- 31) Second owner (if applicable) must sign, witnessed by a Notary Public.

Mailing Address

Board of Barber Examiners
PO Box 94723
Lincoln, NE 68509

Nebraska Mobile Barber Shop Application

barbers.board@nebraska.gov
Please Print of Type

PLEASE FILL OUT THIS FORM COMPLETELY

Office Locations

1220 Lincoln Mall Ste. 100
Lincoln, NE
(402) 471-2051

Submit application, floor plan sketch or blueprint and proper Fee due listed below on the FEE SCHEDULE for inspection and license issuant: Not less than 15 DAYS Prior. Contact Board Office If Opening Date changes or

1 Shop is requesting to open for business on _____, 20____. The barber shop shall
Month Day Year
satisfactorily comply with all requirements set forth in the Rules and Regulations adopted and filed by the Board of Barber Examiners, and shall at all times operate according to the laws set forth in the Nebraska Revised Statutes pertaining to the practice of barbering. Authorization will then be given for shop opening.

2	Name of Mobile Barber Shop		Shop Phone#	
3	Unit parked after Hours (location)	Address	City	ZIP
4	Mailing Address for Mobile Shop	Address	City	ZIP
5	Shop Owner/s Name		Home or Cell #	

First, MI, Last or Name of Corporation or LLC

6	Shop Owner/s Name		Home or Cell #	
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First, MI, Last or Name of Corporation or LLC, if different from above

7	If incorporated submit proof of Articles of Incorporation and/or Federal Identification #			
8	Is Owner licensed barber?	Yes []	No []	If No, list name of Licensed Barber
9	License numbers of Barber working			License Number of the Barber working
10	Do you have a global positioning tracking device for this mobile shop?	Yes []	No []	
11	If Yes, is the device on board the mobile unit and properly functioning?	Yes []	No []	
12	If you answered yes to the previous two questions, you MUST provide the Board with all information necessary for the Board to track the mobile unit over the internet.			

OR - Applicant must submit an itinerary

13	Will you be submitting to the Board a weekly itinerary showing the dates, exact location and times the mobile barber shop services are scheduled?	Yes []	No []
14	If Yes, will you be sending the weekly itinerary to the Board Office via: FAX [] EMAIL [] Postal Mail []		
15	Size of Shop ft. X ft. or total square footage:		
16	Will the business be licensed Cosmetology Salon? Yes [] No []	Number of shampoo bowls?	
17	Capacity of Hot Water Heater:	Number of Barber Chairs?	
18	Method of Ventilation (heating and cooling)?		
19	Dispensary, Storage, other rooms: Yes [] No []		
20	Description of usage for room/s above (#19)?		

21	Number of Mirrors?	Mirror Size?	X	(inches or feet)
22	Type of Flooring in the cutting area (vinyl, wooden etc.):			
23	Type of Walls (plaster, paneling, etc.):			
24	Type of Lighting (fluorescent/LED, bulb, etc.):			
25	Number of Immersion Sanitizers?			
26	Trade Name of Immersion Germicidal Agent Used:			
27	Sanitizing Agent used on Brushes and Combs:			
28	Sanitizing Agent used on Metal Tools (Name of Spray):			

29	<p>United States Citizenship Attestation - For the purpose of complying with Neb. Rev. Stat. §§4-108 thru 4-114, I attest as follows:</p> <p style="padding-left: 40px;">_____ I am a citizen of the United States</p> <p style="padding-left: 20px;">OR</p> <p style="padding-left: 40px;">_____ I am a qualified alien under the federal Immigration and Nationality Act, my immigration status and alien numbers are as follows: _____ and I agree to provide a copy of my USCIS documentation upon request.</p> <p style="padding-left: 20px;">OR</p> <p style="padding-left: 40px;">_____ Not applicable as Business is: [] Partnership [] Corporation or [] Other _____</p> <p style="text-align: right; padding-right: 20px;">Explain/Describe</p>			
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30	I declare under penalty of perjury that the foregoing is true and correct:			
31	Owner Signature _____	Soc. Sec. # _____		
	First owner	All Owners must Sign and Signature must be witnessed by a Notary Public		
31	Owner Signature _____	Soc. Sec. # _____		
	Second Owner	All Owners must Sign and Signature must be witnessed by a Notary Public		
	STATE of NEBRASKA)	SUBSCRIBED AND SWORN TO BEFORE ME THIS		
	County of)	_____ DAY OF _____, 20_____		
	Seal	_____ NOTARY PUBLIC		

INSPECTOR'S COMMENTS: _____

OFFICE USE ONLY:			
DATE FILED _____	RECEIPT NO. _____	INSPECTION DATE _____	
FEE RECEIVED _____	LICENSE NO. _____	ISSUANCE DATE _____	

FEE SCHEDULE

Locate the Year and Month of Shop Opening Date on the FEE SCHEDULE to determine the proper fee due.

Make Payable to: Nebraska Board of Barber Examiners

If you have questions, please contact our office. Contact information is listed at the top of page one.

Note: Mobile Barber Shop license's expire each June 30 of even numbered years.

New Mobile Shop w/ Application

	Even Numbered Year	Odd Numbered Year
Jan	\$160.00	\$220.00
Feb	\$160.00	\$220.00
March	\$160.00	\$220.00
April	\$160.00	\$220.00
May	\$160.00	\$220.00
June	\$160.00	\$220.00
July	\$220.00	\$160.00
Aug	\$220.00	\$160.00
Sept	\$220.00	\$160.00
Oct	\$220.00	\$160.00
Nov	\$220.00	\$160.00
Dec	\$220.00	\$160.00