



ELECTROLOGIST OFFICE LICENSE

APPLICATION FOR ELECTROLOGIST OFFICE INSTRUCTION TO APPLICANTS

A. LICENSE BY EXAMINATION: Applicants must submit the following:

1. Complete Application
2. Application Fee of \$100.00 (Non-Refundable Processing Fee)
3. A floor plan. Draw the floor plan of your office. Include dimensions of all rooms and areas of the office. Give the scale, for example ½ inch equals one foot. Label the floor plan with your name and the name of the office. Keep a copy of the floor plan on the premises; the Inspector may request to see your copy; and
4. Copy of Trade Name Registration (if applicable).

IMPORTANT INFORMATION – READ CAREFULLY

- Licensees must notify the office within 30 days of any change of name or address. See 3 V.S.A., Section 129(a)(14).
- Electrologist shall notify the Office 30 days before opening any Office or Branch Office for an inspection. No Office can open without an inspection.
- Each Electrology Office shall have a Designated Licensed Electrologist responsible for overall cleanliness and sanitation of the Office. See V.S.A., Section 4409(c).
- The practice of Electrology shall be permitted only in Licensed Electrology Offices. See 26 V.S.A., Section 4409(d).

THE PRACTICE OF ELECTROLOGY SHALL BE PERMITTED ONLY IN LICENSED ELECTROLOGY OFFICES.

LICENSEES MUST NOTIFY THE OFFICE WITHIN 30 DAYS OF ANY CHANGE OF NAME OR ADDRESS.