



Designated Licensed Salon Manager Change Form

*All salons are required to register a designated licensed salon manager (DLSM) in writing with the Board.
The DLSM is responsible with the salon owner for the salon's and all practitioners' compliance.
Once this form has been processed, your salon will receive a new salon license certificate with the new DLSM upon it.*

1. Salon Information and Owner Signature

3/2020

Salon Legal Name <i>name of sole proprietor, LLC, corporation, etc.</i>	Salon DBA Name <i>if different from legal name</i>
Salon License Number	Salon Phone Number
Salon Address	Owner Name: First Name, Last Name <i>full name of individual signing below</i>
Owner Signature: _____ Date: _____	

2. DLSM Information, Acknowledgments, and Signature

Name of New DLSM First Name, Last Name	
Salon Manager License Number	Salon Manager License Expiration Date
<p>IMPORTANT: A DLSM cannot be responsible for more than one salon*. If you are already registered as the DLSM at another salon, ensure you notify the Board in writing that you are no longer responsible for that salon.</p> <p><small>*A DLSM may <i>only</i> be responsible for more than one salon <i>if</i> the salons are not open concurrently. If you are currently registered as DLSM at another salon and these salons will never be open at the same time, attach a completed Salon Manager Multiple Designation Form. Contact the Board office for this form.</small></p>	
<p>I certify that I am the designated licensed salon manager and am responsible under MN Rule 2105.0390 for ensuring the compliance of the salon with MN Statutes 155A and MN Rules 2105. These responsibilities include, but are not limited to:</p> <ul style="list-style-type: none"> A. Ensuring that the salon license is current and posted. B. Ensuring that the current license of all practitioners (including myself, employees and independent contractors) are posted. C. Ensuring that each practitioner in the salon is currently licensed in Minnesota for the services provided by that practitioner to customers. D. Ensuring that all practitioners, including nonemployees, who perform licensed services in the salon are in compliance with all provisions of MN Statutes 155A and MN Rules 2105. E. Notifying the Board immediately in writing if I am no longer the designated licensed salon manager and am no longer responsible for this salon's compliance with MN laws and rules. <p>I understand I may be assessed civil penalties up to \$2,000 per violation of MN Statutes 155A and MN Rules Chapter 2105. This includes any violations that may be found in the salon, including violations committed by any salon personnel.</p>	
DLSM Signature: _____ Date: _____	

For Board Office Use Only	Processor: _____	Date: _____
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