



**BOARD OF BARBERING AND COSMETOLOGY**  
 P.O. Box 944226, Sacramento, CA 94244-2260  
 P (800) 952-5210 F (916) 575-7280 [www.barbercosmo.ca.gov](http://www.barbercosmo.ca.gov)



## QUARTERLY REPORT OF COMPLIANCE

<b>Case Number</b>	<b>License Number(s)</b>	<b>Quarterly Reporting Period</b>	
<b>SECTION A: RESPONDENT INFORMATION</b>			
Last Name	First	Middle	
Residence Address	City	State	Zip Code
Residence Telephone Number (     )	<b>Has your address of record changed?</b> <input type="checkbox"/> Yes <input type="checkbox"/> No		
<b>SECTION B: BUSINESS INFORMATION</b> (if applicable, only if owner(s) on probation)			
Current Business Name	License Number		
Address	City	State	Zip Code
License Issue Date	License Expiration Date	Any outstanding fines? <input type="checkbox"/> Yes <input type="checkbox"/> No	
<b>SECTION C: EMPLOYMENT INFORMATION</b>			
Employer Name	License Number (if applicable)	Phone Number	
Address	City	State	Zip Code
I have received a complete copy of the Board Decision/Stipulation and Statement of Issues or Accusation in the above disciplinary case which makes me aware of the Probationer' discipline. Employer Signature: _____			
<b>SECTION D: PROBATION INFORMATION</b>			
Since the last quarterly report have you:			
1. Been arrested, charged or convicted of any crime? (if yes, explain below)	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
2. Failed to comply with any condition of the terms of probation? (if yes, explain below)	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
3. Paid your cost recovery payments timely?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
4. Completed your remedial training class? (if applicable)	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
5. Taken the written exam? (if applicable)	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
6. Changed employment? (if yes, explain below)	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
7. Sold or transferred ownership of your establishment? (if applicable)	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
8. Been issued a citation?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
<b>Explanation:</b> (attach additional information as needed)			
<b>SECTION E: CERTIFICATION</b>			
I hereby submit this Quarterly Report of Compliance as required by the Board of Barbering and Cosmetology and declare under penalty of perjury under the laws of the State of California that I have read the foregoing report in its entirety and know its contents and that all statements made are true, and understand that misstatements or omissions of material fact may be cause for revocation of probation.			
Probationer Signature			Date



## QUARTERLY REPORT OF COMPLIANCE GUIDELINES

As a condition of probation, you must submit Quarterly Reports of Compliance for the entire term of Probation. The following guidelines should assist you in complying with this condition:

- One report must be sent to the Board's Sacramento office during each three-month period while you are on probation. The first and final reports must be submitted by the due date even if it only covers a short period of the total quarter.
- The effective date of the Decision and Order is the starting point in calculating your first reporting period. Reports are due at the end of each quarter, according to the following schedule:

Quarter		Due Date
January 1	through March 31	<b>April 7</b>
April 1	through June 30	<b>July 7</b>
July 1	through September 30	<b>October 7</b>
October 1	through December 31	<b>January 7</b>

- Mail the report no earlier than the last day of the reporting period, but prior to the due date.
- You may fax or email the report in order to meet the due date, but must follow-up by submitting the report by mail.
- You will need to make copies of the Quarterly Report of Compliance. If you need additional forms, you can download a blank form from our website: [www.barbercosmo.ca.gov](http://www.barbercosmo.ca.gov), under Forms and Publications.
- Each report must be complete, signed under penalty of perjury, dated, and submitted in a timely manner. Incomplete reports will be returned for correction.
- Failure to submit a Quarterly Report of Compliance seven (7) days from the close of each quarter constitutes a violation of probation.