



Board of Barbering and Cosmetology  
**Application for Mobile Unit License**  
**Instructions and Checklist**

**Licensing Program**  
P.O. Box 944226  
Sacramento, CA 94244-2260  
Phone: (800) 952-5210  
Email:  
[barbercosmo@dca.ca.gov](mailto:barbercosmo@dca.ca.gov)  
[www.barbercosmo.ca.gov](http://www.barbercosmo.ca.gov)

**MINIMUM REQUIREMENTS:** For a complete list of requirements and regulations regarding Establishments, please see [https://www.barbercosmo.ca.gov/laws\\_regs/act\\_regs.shtml](https://www.barbercosmo.ca.gov/laws_regs/act_regs.shtml) and [https://www.barbercosmo.ca.gov/laws\\_regs/laws.shtml](https://www.barbercosmo.ca.gov/laws_regs/laws.shtml).

[§ 937. Licensing and Operation](#)

- (a) An application for a license to operate a mobile unit shall be on a form prescribed and provided by the board (Form #03A-202, Application for License to Operate A Mobile Unit, Rev 1/93), accompanied by such evidence, statements, or documents as required by Section 7355(b) of the Business and Professions Code.
- (b) The geographical boundaries within which the mobile unit is licensed to operate shall include only the cities and counties within which the mobile unit has permits to provide services, and shall extend no further than a 50 mile radius from the permanent base address from which the mobile unit operates.
- (c) All Health and Safety Rules governing barbering and cosmetology establishments (as contained in Article 12 of these regulations) shall apply to mobile units unless otherwise specified.
- (d) All storage cabinet doors shall have safety catches.
- (e) All equipment which is not stored in storage cabinets shall be securely anchored to the mobile unit.
- (f) No services shall be performed while the mobile unit is in motion.
- (g) A ramp or lift shall be provided for access to the mobile unit if providing services for disabled individuals.
- (h) The owners of mobile units shall be responsible for adherence to all local, state and federal laws and regulations regarding the operation of vehicles to be used as mobile units.
- (i) An itinerary showing dates, locations, and times of service shall be made available, upon request, to an authorized representative of the board.
- (j) The board shall inform the applicant in writing that the application is either complete and accepted for filing or that it is deficient and what specific information or documentation is required to complete the application within 10 calendar days of receipt of an application for a license to operate a mobile unit.
- (k) The board shall inform the applicant in writing of its decision regarding an application within 21 calendar days from the date of filing of a completed application. The decision is contingent upon the applicant scheduling an appointment with the board, or its representative, for an inspection of the mobile unit for final approval, pursuant to section 7355(a) of the Business and Professions Code, within seven calendar days of receipt of the notice of a completed application.
- (l) The inspection for final approval shall be conducted to ensure compliance with Sections 7345 and 7357(b) of the Business and Professions Code.

### [BPC Section 7354](#): "Mobile Unit"

For purposes of this article, "mobile unit" means any self-contained, self-supporting, enclosed mobile unit which is licensed as a mobile unit for the practice of any occupation licensed by the board and which complies with this article and all health and safety regulations established by the board.

### [BPC Section 7355](#): Application for License

(a) Any person, firm, or corporation desiring to operate a mobile unit shall make an application to the board for a license containing the information and data set forth in subdivision (b). The applicant, if an individual, or each officer, director, and partner, if the applicant is other than an individual, shall not have committed acts or crimes which are grounds for denial of licensure pursuant to Section 480.

(b) Each application shall include the following:

(1) A detailed floor plan showing the layout and dimensions of the mobile unit and all necessary systems and equipment contained therein.

(2) Proof of purchase or lease of the mobile unit.

(3) The required fee.

(4) Proof of a valid California driver's license issued to an officer or employee responsible for driving the mobile unit.

(5) A permanent base address from which the mobile unit shall operate.

(c) After initial approval of the floor plan and application has been granted, the applicant shall schedule an appointment to show the mobile unit to the board, or representative of the board, for final approval.

### [BPC Section 7357](#): Compliance with Regulations

**7357.** (a) Mobile units shall comply with regulations adopted by the board that assure that the unit shall be kept clean, in good repair, and in compliance with this article.

(b) Each mobile unit shall be equipped with each of the following functioning systems:

(1) A self-contained, potable water supply if shampooing services are offered.

(2) Continuous, on-demand hot water tanks which shall be not less than six-gallon capacity.

(3) A system of adequate ventilation.

### [BPC Section 7360](#): Use of Portion of Mobile Unit for Residential Purposes

No person having charge of a mobile unit, whether as an owner or an employee, shall permit any room, or part thereof, in which any occupation regulated under this chapter is conducted or practiced, to be used for residential purposes or for any other purpose that would tend to make the unit unsanitary, unhealthy, or unsafe, or endanger the health and safety of the consuming public.

This section shall not apply when the mobile unit is used for purposes other than the practice of any occupation regulated under this chapter outside of the designated geographical boundaries for which it is licensed.

---

## GENERAL INFORMATION

### Helpful Hints:

- If you have any questions about the status of your application, please first verify your check has been cashed. Allow 6 weeks before inquiring about the status of your application via email after your check has been cashed. Please email [barbercosmo@dca.ca.gov](mailto:barbercosmo@dca.ca.gov) for inquiries about application processing.
- Make sure your application is complete with all attachments. Incomplete applications will be returned to you and will delay the processing and approval of your application.

**Convictions:** All interested parties that have been convicted of or pled no contest to, a violation of any law of the United States, in any state, local jurisdiction, or any foreign country, must complete a [Disclosure Regarding Criminal Pleas/Conviction](#).

**Disciplinary Action:** All interested parties that have ever had any professional or vocational license or registration denied, suspended, revoked, placed on probation or other disciplinary action taken by this or any other governmental authority in this state or any other state, or any foreign country must complete a Disclosure [Regarding Disciplinary Action](#).

**Grounds for Denial:** Each applicant's credentials for licensure in California are reviewed on an individual basis. The Board has the authority to deny licensure based on [Chapter 10 of Division 3 of The Business and Professions Code Section 7403](#).

## **Expedited Application Processing Eligibility:**

### **Honorably Discharged Veterans of the United States Armed Forces**

The Board of Barbering and Cosmetology is required to expedite the licensure process if you have served as active duty members of the Armed Forces of the United States and were honorably discharged. ([Business and Professions Code \(BPC\) section 115.4](#))

For an applicant's license to be expedited, the applicant must:

- Submit his or her official orders issued by the Armed Forces of the United States indicating that he or she has been, or will be, honorably discharged.

### **Admitted to the United States as a Refugee, Granted Asylum, or Have a Special Immigrant Visa Status**

BPC section 135.4 provides that the Board must expedite, and may assist, the initial licensure process for certain applicants described below. To have the application expedited, one of the following statements must apply to you:

- You were admitted to the United States as a refugee pursuant to section 1157 of title 8 of the United States Code;
- You were granted asylum by the Secretary of Homeland Security or the United States Attorney General pursuant to section 1158 of title 8 of the United States Code; or,
- You have a special immigrant visa and were granted a status pursuant to section 1244 of Public Law 110-181, Public Law 109-163, or section 602(b) of title VI of division F of Public Law 111-8, relating to Iraqi and Afghan translators/interpreters or those who worked for or on behalf of the United States government.

Satisfactory evidence must be provided in order to expedite your application. Failure to do so may result in application review delays. The following may be accepted as satisfactory evidence:

- Form I-94, Arrival/Departure Record, with an admission class code such as "RE" (Refugee) or "AY" (Asylee) or other information designating the person a refugee or asylee.
- Special immigrant visa that includes the "SI" or "SQ."
- Permanent Resident Card (Form I-551), commonly known as a "Green Card," with a category designation indicating that the person was admitted as a refugee or asylee.
- An order from a court of competent jurisdiction or other documentary evidence that provides reasonable assurance that the applicant qualifies for expedited licensure.

## APPLICATION CHECKLIST

Listed below are the minimum application and supporting materials required for the Mobile Unit Application:

- |   |  |
|---|--|
| <input type="checkbox"/> <b>Mobile Unit Application</b>   | Complete all fields, answer all questions. All pages must be submitted together.   |
| <input type="checkbox"/> <b>Application Fee</b>   | Please refer to the application for the appropriate fee amount. The fees are non-refundable.   |
| <input type="checkbox"/> <b>Signed Affidavit for Each Interested Party</b>                              | Blank Affidavits can be found here:<br><a href="https://barbercosmo.ca.gov/forms_pubs/forms/affidavit.pdf">https://barbercosmo.ca.gov/forms_pubs/forms/affidavit.pdf</a>   |
| <input type="checkbox"/> <b>Detailed Floor Plan</b>   |  |
| <input type="checkbox"/> <b>Proof of Purchase or Lease</b>  |  |
| <input type="checkbox"/> <b>City or County License/Permits</b>  |  |
| <input type="checkbox"/> <b>California Driver's License</b>   |  |
| <input type="checkbox"/> <b>Conviction or Disciplinary Action Disclosure (if required)</b>              | All interested parties must complete separate disclosures if they have been convicted of or plead guilty to a crime or faced disciplinary action on a professional license.<br><br>Conviction disclosure:<br><a href="https://barbercosmo.ca.gov/forms_pubs/forms/disc_crimpleas.pdf">https://barbercosmo.ca.gov/forms_pubs/forms/disc_crimpleas.pdf</a><br><br>Disciplinary Action disclosure:<br><a href="https://barbercosmo.ca.gov/forms_pubs/forms/disc_discact.pdf">https://barbercosmo.ca.gov/forms_pubs/forms/disc_discact.pdf</a> |
| <input type="checkbox"/> <b>Military or Refugee documentation (if requesting expedited application)</b> |  |

### *Once Application has been accepted:*

- |   |   |
|---|---|
| <input type="checkbox"/> <b>Schedule Inspection</b> | License <b>will not</b> be issued without scheduling and passing an inspection. |
|---|---|