

Montana Board of Barbers & Cosmetologists

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CHANGE OF NAME, OWNERSHIP, AND/OR CLOSURE FORM

Instructions

Salons, shops, mobile salons or shops, and schools must notify the department within ten days of any of the following changes per ARM 24.121.412:

- change of business name;
- current owner is closing the facility/business; **or**
- there is a change of ownership

**Note: When there is a change in ownership the license issued to the previous owner is void. The new owner must apply for a license under board laws. Change in ownership is defined as: "...when more than 50 percent of the equitable ownership of a salon, shop, mobile salon or shop, or school is transferred to one or more persons or any other legal entity, in a single transaction or in a related series of transactions." Online applications are found at <https://ebiz.mt.gov/POL/Default.aspx>.*

E-mail this form to dlibsdhhelp@mt.gov or upload it directly to your license record by logging into your [eBiz account](#).

Section 1 – Owner and Facility Information

1. Owner Name(s): _____

2. Business Name: _____

4. Business Physical Address: _____

5. Business Address: _____

Mailing address, if different than physical address

6. Business/Owner Email Address: _____ 7. Telephone: _____

8. License Number: _____

Section 2 – Change of Business Name

*Fill out this section only if you are changing the name of your business.

9. New Name of Business: _____

Section 3 – Closure or Change of Ownership

*Fill out this section only if you are closing the business or you are selling over 50% of the business which is a change of ownership. The new owner will need to submit an application for licensure to operate and cannot operate under the license you held.

10. Date of Closure or Change of Ownership: _____

Section 4 – Declaration

I, the owner of this salon, shop, mobile salon or shop, or school as described in Section 1, declare that the changes as described in this form are true.

Legal Signature of Owner

Date