
KBC E-NEWSLETTER

October 24, 2025

Dear Licensee,

A sincere thank you to each of you for completing your license renewal and for your continued dedication to the profession. Your commitment plays an essential role in upholding the standards and integrity of the beauty industry across the Commonwealth.

If you have *not* received your license from your 2025 renewal and it has been past 60 days since your submission, please email us at kbc@ky.gov and provide:

- your legal name
- license number
- mailing address

Deadline to notify the board in writing has been set for **December 1st, 2025**. After this date, licensees will be instructed to visit their portal to apply and pay a \$25 license fee for a Lost/Stolen or Duplicate print of their license. *Please do not delay!*

Status Change Noticed Expired after 60 days from your submission

The Status Change Notice may be posted in the salon you provide service however this document is valid for 60 days; the status change will not be honored during an inspection without written communication from the board if have not received your license in the mail.

Posting of licensure will be enforced

KBC inspectors will be verifying you are **posting the original hard copy** of your license; refrain from covering your photo with another photo. If you wish to use another photo you may apply for a duplicate license.

Curious about the status of your license or someone else?

It is easy to verify the status of a license holder. Visit www.kbc.ky.gov scroll to the bottom of the homepage and choose the license verification link. This service allows you to perform a license search for both individuals and facilities, providing information on licensing status, and offers the functionality to submit a complaint if necessary.

<https://kyboc.mylicense.com/verification/>

Licensee Information

Keeping your contact information up to date is important. KBC relies on the information available in our system for all communication relevant to your licensure. Changes are not only encouraged but required. Please refer to Section 2 of 201 KAR 12:030 to verify what must be kept up to date.

Do you have a change but are unsure how to make it?

1. Visit kbc.ky.gov
2. Click **Register/Login** at top menu bar
3. Sign into your account.
4. Find your active license number
5. Click the ellipse (three dots) to the right of your license under **Actions**
6. Select the application that best meets your needs from **Amend Account, Address Change and or Name Change Request**.

Amending your Account offers many options to upload different documents and update your information, you may choose what pertains to you and skip the rest. ***Please make sure to click submit at the end of the application.***

Duplicate Licensure Request

If you are working at more than one salon location or listed as the manager at more than one location, you are required to **post the original hard copy** of your license **at all locations**. If you need a duplicate copy for posting, Log into your online portal, scroll down to your license number and choose the option Lost/Stolen or Duplicate Request.

There is a \$25 fee associated with this application.

Change in Salon Ownership or Transfer of Interest requirements

201 KAR 12:030

Section 15. Change in Salon Ownership or Transfer of Interest.

1 The owners, firm, or corporation operating a licensed salon shall submit to the board a ***new*** Salon Application, Limited Facility Application, or Manager Change Form, provide the required items in

Section 3 - 1 through 6 of this administrative regulation and provide payment of the license or change fee as set forth in 201 KAR 12:260 no later than thirty 30 business days prior to selling, transferring, or changing ownership.

2 All ***manager changes*** shall be made with the board within ten **10** business days.

3 No transfer of ownership interest in a salon shall take effect while the salon license to be transferred is the subject of ongoing disciplinary action pursuant to KRS 317A.145.

We encourage everyone to visit www.kbc.ky.gov regularly to stay up to date on all alerts, important information, laws, and any updates related to licensure. Staying informed through our official website ensures you have the most accurate and current details regarding the Kentucky Board of Cosmetology.

We appreciate your cooperation and thank you again for your ongoing professionalism and service to the industry.

Regards,



Joni Upchurch
Executive Director
Kentucky Board of Cosmetology