

**ALABAMA BOARD OF COSMETOLOGY  
INSPECTION/CITATION REPORT  
TOLL FREE: 1-800-815-7453**

Date: \_\_\_\_\_ Time In: \_\_\_\_\_ Record ID: \_\_\_\_\_ **Score:** \_\_\_\_\_

Salon Name: Sample Owner: \_\_\_\_\_

Address: 334-242-1918 or 1-800-815-7453  
Street City Zip County

Phone: \_\_\_\_\_ **Circle Services: Hair Nails Skin Circle Days Closed: S M T W T F S**

**\*\* Serious Violations Subject to Fines of up to \$500 each As Provided in Code of Alabama, 1975, § 34-7A-15(c)  
 \*\* Points May Be Doubled For Uncorrected Deficiencies Reported On Second Inspection, Tripled For Third.**

#	Yes	No		
1			Salon and Workers Properly Licensed	(100)
2			Licensee Performing Services Within Scope of License	(100)
3			All Licenses Properly Displayed	5
4			Master for Each Apprentice, Signs, Records Properly Maintained	5
5			Latest Inspection Report Properly Posted	10
6			Reception Area, Walls, Floors, Ceilings Clean and Free of Clutter	10
7			Work Stations Clean and Free of Dust and Clutter	10
8			Pedi Spas and Filters Properly Sanitized and Clean	10
9			Toilet Clean With Proper Supplies, Soap, Water and Towels	5
10			Implements Properly Cleaned, Sanitized, Stored, and Used.	10
11			Clean and Soiled Towels, Waste Properly Stored and Covered	5
12			Disinfectant Containers and Bins Properly Used	10
13			Pumps, Spatulas and All Single Used Items Properly Used; Absence of Roll-On Wax	10
14			Chemicals Properly Labeled and Stored, MSDS sheet per each chemical product	5
15			Salon Free of Insects, Animals, and Pests (Except as Provided in 250-X-3-.02)	5
16			Salon Free Of Non-Nail Drills, Callous Razors And Illegal Implements	(100)
17			Salon Free of Substances (MMA)	-

P	A	Licensee Name	LIC #	Type	EXP	P	A	Licensee Name	LIC #	Type	EXP

Comments: \_\_\_\_\_  
Sample: Brief explanation on  
opposite side.

Signature of Owner/Manager \_\_\_\_\_ Date \_\_\_\_\_

Signature of Inspector \_\_\_\_\_ Date \_\_\_\_\_ Time Out \_\_\_\_\_

Brief explanation of coordinating numbers 1 -17 on front side

1. All individuals and shops offering services to the public for compensation must have a license through the Alabama Board of Cosmetology and Barbering.
2. All licensees are allowed to perform only the services covered by the definition of that license type in *Title 34, Statute 7B, Code of Alabama 1975*.
3. License must be displayed in the following manner:
  - a. Personal – by the individual work station
  - b. Shop – in the reception area along with other business licenses.
4. Every apprentice must maintain records at the shop regarding the monthly hour's reports and a sign (furnished by ABOC & B) must be posted and visible for the public viewing that services may be offered by an apprentice.
5. The latest inspection report must be posted in the reception area near the shop licenses.
6. Self explanatory.
7. Work stations include drawers etc. Drawers need to be kept clean and free of open food containers, packages. Hair needs to be swept up between each client.
8. Pedi Spas must be cleaned (disinfected) in between each client. Filters must be removed at the end of each day, cleaned and disinfected.
9. Self explanatory.
10. Implements must be disinfected in between each client by using an EPA approved, hospital grade wet disinfectant. The implement must be totally submerged in the disinfectant for the time the manufacturer recommends. Neck Dusters cannot be disinfected and should not be used.
11. All towel containers and trash receptacles (clean or dirty) must have lids or covers on them.
12. Only Hospital Grade or EPA approved disinfectant is allowed and should be changed daily.
13. Spatulas, plastic spoons or wooden craft sticks are considered single use and disposable. Fingers or gloved hands may not be used to dip into product.
14. MSDS Sheets should be supplied by your supplier(s). One sheet for each chemical in the shop these should include any item that can be inhaled, absorbed, ingested into the body. Easiest way to file these in a 3 ring binder (notebook) alphabetical.
15. Only exception to this is a fish aquarium that is properly maintained.
16. This includes foot files with holes in them.
17. This is a product used in nail services and is banned in the State of Alabama.