

North Carolina Board of Cosmetic Art Examiners  
1207 Front Street  
Suite 110  
Raleigh, NC 27609  
[www.nccosmeticarts.com](http://www.nccosmeticarts.com)



## REQUEST FOR CERTIFICATION OF LICENSURE

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**Only for individuals licensed in North Carolina**

*Fee: \$10 per letter per license type*

1. Fill out this form completely and accurately, including signature.
2. Mail completed form and a \$10.00 money order or bank certified check to: NC State Board of Cosmetic Art, 1207 Front Street, Suite 110, Raleigh, NC 27609.
3. Contact the state board where you are seeking reciprocity for all the necessary transfer requirements.

\_\_\_\_\_  
Current Name (First, Middle, Last)

\_\_\_\_\_  
Social Security Number

\_\_\_\_\_  
Current Address (Number & Street, City, State, & Zip Code)

\_\_\_\_\_  
License Number

\_\_\_\_\_  
Birth Date (Mo./Day/Yr.)

\_\_\_\_\_  
Email or Phone #

List any and *all* previous last names under which you held a North Carolina license:

\_\_\_\_\_

**Please indicate where you would like the certification letter to be mailed:**

\_\_\_\_\_ The licensee at the current address listed above.

\_\_\_\_\_ State Board requesting certification. Which state?

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**NOTE: License information, school hours and exam scores from another state or country will NOT be reflected on the North Carolina certification. Please allow 2 weeks from the date of receipt to process this request. Overpayments will not be refunded.**