

North Carolina Board of Cosmetic Art Examiners
121 Edinburgh South Dr, Suite 209
Cary, NC 27511
919-736-6123



www.nccosmeticarts.com

Address or Name Change Request (For individual use only. You may NOT use this form to request a change of business name.)

Clearly print your name, license number, old address and new address and/or name in the spaces below. A copy of any one of the following documentation must accompany a name change request: driver's license, social security card, marriage certificate, certificate of naturalization with the petition for name change form (this is needed for a first name change), divorce decree, court order, or passport.

DO NOT SEND ORIGINALS.

Old Information: _____
Last Name First Name Middle Name or Initial

License Number (Ex: C 12XX)

OLD Address City, State, and Zip Code

New Information: _____
New Last Name First Name Middle Name or Initial

NEW Address City, State, and Zip Code

Phone Number Email Address

Signature Date

** To assist you with your request, please complete this form and upload it along with your documentation into your records via the Board's website, or email it to bsmith@nccosmeticarts.com, or mail it at least 1 week before you renew the license. A confirmation email, when available, is sent when the change has been made. At that time the renewal or duplicate request can be completed online.