



11. Which method are you using to qualify for the examination? Select only ONE.

Training Completed within the Commonwealth of Virginia:

- Completion of an approved tattooing apprenticeship program in a Virginia licensed tattoo parlor  
Required Documentation: A completed *Apprenticeship Completion Form*
- Completion of an approved tattooing training program in a Virginia licensed school of tattooing  
Required Documentation: A diploma or official school transcript indicating successful completion of the training program

Training Completed outside of the Commonwealth of Virginia, but within the United States and its territories:

- Completion of a 1500-hour tattooing training or apprenticeship program that is substantially equivalent to the Virginia program.  
Required Documentation: A diploma or official school transcript indicating successful completion of the 1500 hours of training or apprenticeship or written verification from the Licensing Board in the state where the 1500 hours of training were received
- Completion of a substantially equivalent tattoo training or apprenticeship program (consisting of less than 1500 hours of training) and five hours of health education (including, but not limited to blood borne disease, sterilization and aseptic techniques related to tattooing and first aid and CPR).  
Required Documentation: A certificate, diploma or other documentation verifying successful completion of the training or apprenticeship and documentation verifying successful completion of the required health education
- Three years of tattooing work experience within the previous five years and five hours of health education (including, but not limited to blood borne disease, sterilization and aseptic techniques related to tattooing and first aid and CPR).  
Required Documentation: A completed *Training & Experience Verification Form* and documentation verifying successful completion of the required health education

12. Do you have a current or expired tattooer license, certification or registration in any state or jurisdiction within the United States or its territories (excluding Virginia)?

No

Yes  List the licenses, certifications and registrations in the following table.

State/Jurisdiction	License, Certification or Registration No.	Expire Date	State/Jurisdiction	License, Certification or Registration No.	Expire Date

13. Have you ever been subject to a disciplinary action taken by any (including Virginia) local, state or national regulatory body?

No

Yes  If yes, please provide a certified copy of the final order, decree or case decision by a court or regulatory agency with lawful authority to issue such order, decree or case decision.

14. Have you ever been convicted in any jurisdiction of any misdemeanor or felony? *Any guilty plea or plea of nolo contendere must be disclosed on this application.*

No

Yes  If yes, list the misdemeanor and/or felony conviction(s). Attach your original criminal history record; a certified copy of the final order, decree, or case decision by a court or regulatory agency with lawful authority to issue such order, decree, or case decision; and any other information you wish to have considered with this application (e.g., information on the status of incarceration, parole or probation; reference letters; documentation of rehabilitation). If additional space is needed, attach a separate sheet of paper.

*Certified copies of court records may be obtained by writing to the Clerk of the Court in the jurisdiction in which you were convicted. The address is available from your local police department.*

*Original criminal history records may be obtained by contacting the state police in the jurisdiction in which you were convicted. Virginia residents must complete a criminal history record request form in the presence of a notary public and mail it to the Department of State Police, Central Criminal Records Exchange, Post Office Box 27472, Richmond, VA 23261-7472.*

15. I, the undersigned, certify that the foregoing statements and answers are true, and I have not suppressed any information that might affect the decision to approve this application. I certify that I will notify the Department if I am subject to a disciplinary action or convicted of a felony or misdemeanor (in any jurisdiction) prior to receiving the requested license. I certify that I have read, understood and complied with all the laws of Virginia under the provisions of Title 54.1, Chapter 7 of the *Code of Virginia* and the *Virginia Board for Barbers and Cosmetology Tattooing Regulations*.

Signature \_\_\_\_\_

Date \_\_\_\_\_