

Georgia Salon & Barbershop Opening Checklist

Your step-by-step guide to getting licensed and ready to open in Georgia.

Before You Apply

- Choose your location
- Confirm zoning allows a salon, barbershop, or beauty business
- Obtain your lease or bill of sale (only key pages needed)
- Decide on business structure (LLC, sole proprietor, etc.)
- Register your business with GA SOS (if forming an LLC/corp)
- Obtain city/county business license requirements
- Gather IDs and documents needed for the GOALS portal

Set Up Your GOALS Account

- Create your GOALS account
- Verify your identity
- Link your existing Georgia license (if you already hold one)
- Review the Salon/Shop How-To Guide on the SOS website
- Bookmark your GOALS login page

Complete Your Required Education

- One owner completes the **3-hour Health & Safety CE course**
- Optional: Complete your full **5-hour CE course** if you are also renewing your personal license
- Save PDF copies of all CE certificates for upload

Prepare Your Application (Facility License)

- Completed salon/shop (facility) application
- Bill of sale or lease uploaded (key pages only)
- Secure and verifiable ID uploaded
- Owner affidavits signed and uploaded
- Any zoning approvals uploaded
- Pay fees:
 - \$75 salon/shop license
 - \$10 processing fee
- Submit through GOALS or paper (salons are one of the few that may still use paper)

Set Up Your Space

- Restroom within 300 feet of the facility
- Toilet and sink in working order
- Hot and cold water available
- Hand soap and proper hand-drying available
- Proper sanitation/disinfection setup
- Floors, walls, and surfaces clean and in good condition
- Equipment functional and safe
- For home salons:
 - Completely separated from living areas
 - No shared doorway
 - Zoning approval received

Meet Posting Requirements

- Facility license posted within 15 feet of the entrance (once issued)
- Each practitioner's individual license posted and visible
- Most recent inspection report posted
- Health & Safety rules visible or accessible for clients

Before You Open

- Verify your facility license is active and posted
- Confirm all sanitation rules are in place
- Review Georgia's facility rules (Chapter 240-4)
- Make sure everyone working has a valid individual license
- Clean and prepare the space for inspection
- Have your grand opening plan ready
- Optional: Notify clients about your opening date

After Opening

- Prepare for unannounced inspections
- Schedule deep-clean days for compliance
- Keep sanitation logs updated
- Renew by **June 30 of odd-numbered years**
- Avoid the **\$200 late renewal fee**
- Complete required CE hours before renewing your personal license

Extra Business Essentials

- Obtain liability insurance
- Register for sales tax (if selling retail)
- Apply for any sign permits required by your city or county
- Arrange for a fire marshal inspection if required
- Create client intake forms and policies
- Set up booking, payment, and recordkeeping systems

Congratulations, You're Ready to Open!