

WYOMING BOARD OF COSMETOLOGY
CREDIT CARD AUTHORIZATION

BE SURE TO CHOOSE THE APPROPRIATE FORM OR DOCUMENT YOU ARE REQUESTING. IF YOU ARE REQUESTING A CERTIFICATION OF RECORD PLEASE PROVIDE FULL NAME, ADDRESS, DATE OF BIRTH AND ANY PREVIOUS NAMES YOU LICENSE MAY HAVE BEEN ISSUED.

The Board will accept VISA, MASTERCARD, and DISCOVER. To pay license renewal fees by credit card, attach your completed renewal application form attached to the bottom of your license with this completed form. You may authorize to pay for multiple selections. **This document will be shredded when payment has processed.** The following is a schedule of convenience fees charged to use your credit card:

1. \$3.00 convenience fee will be added to each transaction up to \$25.00
2. \$4.00 convenience fee will be added for transactions from \$26.00 - \$150.00
3. \$5.00 convenience fee will be added for transactions over \$150.00

Example: One Salon License and one personal licensee renewal request, total fee would be \$130.00 plus a \$4.00 convenience fee. Total amount charged \$134.00.

The signature below authorizes the Wyoming Board of Cosmetology to charge applicable fees for those requested items below for the individual or individuals listed on this form, License Renewal Form, License Application form. (Please double check all information for accuracy).

CREDIT CARD TYPE VISA MASTERCARD DISCOVER

CREDIT CARD NUMBER: _____

CVV2: _____ (3 digit # on the back of the card) EXPIRATION DATE: MO _____ YR _____

NAME AS IT APPEARS ON THE CARD: _____

BILLING (STREET) ADDRESS: _____

CITY: _____ ST: _____ ZIP: _____ TELEPHONE # _____

SIGNATURE: _____ DATE: _____

Pak's are \$7.50 each plus the \$3.00 Convenience fee Total \$ 10.50

Endorsement Pak **Examination Pak** **Salon Application Pak**

Certification of Record fee is \$25.00 each plus the convenience fee of \$3.00 Total \$28.00

I (please print name) _____ am authorizing The Wyoming Board of Cosmetology to send my Certification of Record to (State) _____

Type of License _____ Date of Birth: ____ / ____ / ____ Previous Name/Names: _____

License Renewals:

Personal License: Refer to your renewal form for the correct fee and add \$4.00 for the convenience fee.

Salon License: \$65.00 fee plus \$4.00 convenience fee: Total \$69.00 (prior to 12/31 of each year)

Independent Contractor License: \$65.00 fee plus \$4.00 convenience fee: Total \$69.00 (prior to 8/31 of each year)

School License: \$200.00 plus \$ 5.00 convenience fee: Total \$205.00 (prior to 12/31 of each year)

(Note: Please include late fees if applicable for Salon and School renewals if after 12/31 of each year and for Independent Contractor renewals if after 8/31 of each year. For all license renewal's a completed signed application form must accompany this authorization).

All New Personal, Salon, School, Personal Reinstatement, and Salon or School Relocation applications will have a \$5.00 Convenience fee Charged. Please contact the Board office for correct amounts.

307-777-3534

For Board Use Only:

Date Processed: _____

Amount Processed: _____

Authorization Code: _____