

# What is a Salon?

- A salon is a licensed and inspected facility where the practice of cosmetology is conducted by licensed persons.
- A salon includes:
  - Cosmetology (Hair) Salons
  - Barbershops
  - Facial specialists
  - Nail specialists
- You are not required to take the cosmetology examination for a salon license; however, individuals performing barber or cosmetology services at these establishments must obtain a professional license.



# Contact Us

We'll walk you through the process  
of starting a business.

Meet with the Business Navigator to take a look at your plans and help navigate the city requirements of the following:

- Business Services
- Planning and Zoning
- Code Enforcement
- Environmental Compliance
- Stormwater
- Utilities
- and more

Scan the QR Code below to visit the City of Panama City's Business Services webpage for more information.



501 Harrison Avenue  
Panama City, FL 32401  
(850) 691-4603  
BusinessServices@panamacity.gov

# How to Start a Barbershop, Hair or Nail Salon



# General Business Requirements

## Register with Florida Sunbiz

- Sunbiz oversees Corporations, Limited Liability Companies, Limited Partnerships, DBA's and Trademarks
- If you are doing business under any name other than your legal given name, you must register with Sunbiz.
- Register at [www.dos.fl.gov/sunbiz/](http://www.dos.fl.gov/sunbiz/)

## Register with Internal Revenue Service (IRS)

- The Internal Revenue Service (IRS) collects income tax, estimated taxes, self employment taxes, employment taxes, excise taxes and more.
- Register at visit [www.irs.gov/businesses](http://www.irs.gov/businesses)

## Register with Florida Department of Revenue

- The Florida Department of Revenue oversees the collection of over 30 taxes including sales and use tax, corporate income tax and more.
- Verify with the Florida Department of Revenue what taxes you need to collect for your business and sales type.
- Register at [www.floridarevenue.com/taxes/](http://www.floridarevenue.com/taxes/)



## Salon Requirements

### Florida Department of Business and Professional Regulation (DBPR)

- DBPR licenses "Cosmetology Salons"
- To register, visit [www.myfloridalicense.com/dbpr/](http://www.myfloridalicense.com/dbpr/)

### City of Panama City

- Requires an occupational local business tax receipt for a salon.
- Collects a 1% Merchant Fee on retail sales.
- The Business Tax Receipt Application is available at [https://panamacity.munirevs.com/business\\_center/](https://panamacity.munirevs.com/business_center/)
- Allow at least 7-10 business days for application to be processed.

\*Please note this document serves as a summary fact brochure only. Any conflict is unintentional and code prevails in all instances.

## Small Business Resources

### Small Business Development Center (SBDC)

Free small business consulting and training at [www.floridasbdc.org](http://www.floridasbdc.org)

### U.S. Department of Treasury

Small business programs and funding at [www.home.treasury.gov/policy\\_issues/small\\_business\\_programs](http://www.home.treasury.gov/policy_issues/small_business_programs)

### Small Business Innovation Research (SBIR)

Tech business innovation assistance at [www.sbir.gov](http://www.sbir.gov)

### Grants.gov

Offers grant applications for a variety of programs at [www.grants.gov](http://www.grants.gov)

