



City of West Haven Health Department
355 Main Street
West Haven, CT 06516

Dorinda Borer
Mayor

Sheila Carmon, MBA/MPH
Director of Health

Date: October 1, 2025

From: City of West Haven Health Department

TO: OWNERS/OPERATORS OF BARBER SHOPS, HAIRDRESSER SHOPS, NAIL SALONS, AND
COSMETOLOGY SHOPS

RE: 2025-2026 Barbershop Shop/ Nail Salon/Cosmetology Shop Renewal Application

Your current Barber Shop/Nail Salon/Cosmetology Shop permit for the City of West Haven Health Department expires on October 31, 2025.

Complete and return your 2025-2026 permit application with payment. Submit the appropriate payment based on the number of workstations and fees listed on the renewal application.

Please return the completed application with a copy of the updated applicable current State of Connecticut Licenses, such as Barber, Hairdresser, Nail Technician, and Esthetician, and the appropriate fee to:

**West Haven Health Department
355 Main Street, 2nd Floor
West Haven, CT 06516**

You may also pay your permit fee online with a credit card at the Health Department website by visiting: www.cityofwesthaven.com/164/Health-Department. See "Online Payments." You can also deliver it to the Health Department. Our office hours are Monday – Friday, 9 a.m. – 5:00 p.m. If paying with cash, please have the exact amount.

Ensure your application is received or postmarked by November 10, 2025. Payments made after November 10, 2025, will incur a penalty of \$10 per day. After ten days, an additional \$200 fine will be imposed for operating without a valid permit.

**355 Main Street, West Haven, Connecticut, 06516
Phone: (203) 937-3660 | Fax: (203) 937-3976**

In addition, delinquent taxes must be paid before issuing the license by obtaining a tax stamp on this application in the appropriate box or proof of receipt from the tax department. Failure to pay delinquent taxes will result in the suspension of your permit. You can verify the status of your tax bill with the West Haven Tax Collector at 203-937-3525 and submit proof of tax payment with your renewal application to the health department office.

Once your application has been received and reviewed, and all the necessary paperwork is submitted, your new permit will be mailed. Please post the new permit in your establishment.

If you have any questions, please call the health department at 203-937-3660.

Sincerely,

A handwritten signature in blue ink, appearing to read "Sheila Carmon", with a stylized flourish at the end.

Sheila Carmon, MBA/MPH
Director of Health

Enclosure: **2025-2026 Barbershop Shop/ Nail Salon/Cosmetology Shop Renewal Application**