



**pennsylvania**  
DEPARTMENT OF STATE

**CITATION**

CITATION NO.  
**110901**

1. RESPONDENT FIRST NAME		MIDDLE NAME		LAST NAME		2. FILE NO.	
3. SEX M F		4. DOB		5. AGE		6. FAC/ND LIC. NO.	
7. RESIDENCE ADDRESS			CITY-TWP-BORO-COUNTY			STATE ZIP CODE	
8. CHARGE							
9. DATE		10. TIME		11. DAY			
12. STATUTE OR REGULATION				13. FACILITY ADDRESS			
SEC #1.		\$ FINE					
SEC #2.		\$ FINE		CITY-TWP-BORO-COUNTY STATE ZIP			
SEC #3.		\$ FINE		15. SEND PAYMENT TO: PENNSYLVANIA DEPT. OF STATE ATTN: LEGAL OFFICE - CITATIONS PO BOX 2649 HARRISBURG, PA 17105			
14. TOTAL DUE \$							
16. RECEIPT OF CITATION IS ACKNOWLEDGED-SIGNATURE X						17. DATE ISSUED/FILED	
I VERIFY THAT THE FACTS SET FORTH IN THIS CITATION ARE TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE OR INFORMATION AND BELIEF. THIS VERIFICATION IS MADE SUBJECT TO THE PENALTIES OF SECTION 4804 OF THE CRIMES CODE (18 Pa. C.S. § 4504) RELATING TO UNISWORN FALSIFICATION TO AUTHORITIES.							
18. INSP/INV SIGNATURE						19. REGION	
20. REMARKS							
<p>READ THE REVERSE SIDE OF THIS CITATION FOR AN EXPLANATION OF YOUR RIGHTS AND OBLIGATIONS FOR SETTLEMENT OF THIS MATTER. YOU <b>MUST</b> ELECT AN OPTION AND FOLLOW THE APPROPRIATE DIRECTIONS WITHIN 10 DAYS TO AVOID FURTHER LEGAL ACTION AGAINST YOUR LICENSE.</p> <p>SHOULD YOU ELECT TO DEMAND A HEARING ON THIS MATTER, FOLLOW THE INSTRUCTIONS ON THE REVERSE. YOUR HEARING DATE WILL BE ON _____ AT 9:00 A.M. ALL HEARINGS ARE HELD IN HARRISBURG IN THE OFFICE OF HEARING EXAMINERS, 2601 NORTH 3RD STREET, HARRISBURG, PA 17110</p>							

**NOTICE OF  
RIGHTS AND OBLIGATIONS**

1. The original of this citation will be filed with the Legal Office of the Bureau of Professional and Occupational Affairs at the address listed in box 15.
2. You have the right to have an interpreter at your hearing. You must notify us of this request when you return your plea.
3. Within ten (10) days of the issuance or receipt of this citation, you must:
  - a. ADMIT TO THE VIOLATION(S) by signing the appropriate plea below and mailing the entire YELLOW copy of this Citation along with an amount equal to the Total Due as specified on the reverse side of this Citation to the Legal Office at the address listed on the reverse side in box 15.
  - b. DENY THE VIOLATION(S) by signing the appropriate plea below and mailing the entire YELLOW copy of this Citation to the Legal Office at the address listed on the reverse side in box 15. If you deny the violation(s), a formal hearing will be scheduled in Harrisburg at which you may present evidence on your behalf. Failure to appear at the formal hearing will result in the entry of a default judgement against you for the full amount of the Civil Penalty ("Total Due") specified on the reverse side of this Citation.
4. All payments must be made by certified or cashier's check or money order and made payable to the "Commonwealth of Pennsylvania" and mailed to the address on the reverse side. Please place the Citation Number on your certified or cashier's check or money order. Personal Checks will not be accepted.
5. Failure to respond within the time specified above will result in the entry of a default judgement against you for the full amount of the Civil Penalty ("Total Due") as specified on the reverse side of this Citation. Failure to pay a civil penalty could result in additional fines and the revocation, suspension or other disciplinary action against any license which you may hold.

**PLEA**

Place the YELLOW copy of the Citation and your certified or cashier's check or money order in an envelope and mail to the address listed in box 15.

I understand this notice of my rights and obligations. Further, I represent that I make this plea knowingly, voluntarily and intelligently. I understand that false statements herein are made subject to the Criminal Penalties of 18 Pa. C.S. § 4804 relating to unsworn falsification to authorities. Failure to indicate a plea when forwarding an amount equal to the Total Due as specified on the reverse side of this Citation will result in a plea admitting to all violations being recorded.

a. I ADMIT to the violation(s) on the reverse side of this Citation .....

Signature

Date

b. I DENY to the violation(s) on the reverse side of this Citation .....

Signature

Date

c. I ADMIT to the violation(s) \_\_\_\_\_

Enter Violation Number(s) here

have enclosed the amount for these violations and DENY the remaining violation(s) on the reverse side of this Citation .....

Signature

Date

**PLEASE PLACE THE CITATION NUMBER(S)  
ON YOUR CERTIFIED OR CASHIER'S CHECK OR MONEY ORDER**

**STATE BOARD OF BARBER EXAMINERS**

<b>Violation under 63 P. S.</b>	<b>Title/Description</b>	<b>Civil Penalty</b>
Section 551	Practicing without a license	1st offense—\$500 2nd offense—Formal action
Section 558	Availability of current license on premises	1st offense—\$150 2nd offense—\$500
Section 558	Practicing on a lapsed or expired license	1st offense—Up to 90 days—Warning; 90 days to 1 year—\$250; 1 year to 2 years—\$500; over 2 years—\$1,000 2nd offense—Formal action
Section 562 (a)(2)	Operating a business or facility on a lapsed or expired permit or license	1st offense—Up to 90 days—Warning; 90 days to 1 year—\$250; from 1 year to 2 years—\$500; over 2 years—\$1,000 2nd offense—Formal action
Section 559	Failure to employ licensed persons	1st offense—\$500 for each individual unlicensed barber 2nd offense—Formal action
Section 560	Opening shop for business before shop inspected and approved	1st offense—\$200 2nd offense—Formal action
Section 560	Failure to file application when taking over as owner of existing shop	1st offense—\$500 2nd offense—Formal action
Section 562	Operating an establishment without supervision of designated manager barber or other designated licensee	1st offense—\$250 2nd offense—Formal action
Section 560	Operating a business or facility without a permit or license	1st offense—\$500 2nd offense—Formal action
Section 563 (a)	Licensee practicing in place other than licensed shop	1st offense—\$500 2nd offense—Formal action

<i>Violation Under 49 Pa. Code Chapter 3</i>	<i>Title/Description</i>	<i>Civil Penalty</i>
Section 3.51(a)	Failure to obtain new shop license when shop moves	1st offense—\$500 2nd offense—Formal action
Section 3.51(b)	Failure to register trade name	1st offense—\$100 2nd offense—Formal action