



THE STATE  
of **ALASKA**

Department of Commerce, Community, and Economic Development  
Division of Corporations, Business and Professional Licensing

**BAH**

FOR DIVISION USE ONLY

**Board of Barbers and Hairdressers**

PO Box 110806, Juneau, AK 99811

Phone: (907) 465-2550

Email: [BoardOfBarbersHairdressers@Alaska.Gov](mailto:BoardOfBarbersHairdressers@Alaska.Gov)

Website: [ProfessionalLicense.Alaska.Gov/BoardOfBarbersHairdressers](http://ProfessionalLicense.Alaska.Gov/BoardOfBarbersHairdressers)

## Tattoo Trainee Quarterly Report Form

A trainer must submit a report on each trainee under the trainer's supervision, on a form provided by the department, no later than the 15th day after the calendar quarter. The report must include, the exact number of hours of theoretical instruction and exact number and type of practical operations completed by the trainee during the previous quarter.

The quarterly report must maintain continuity from month-to-month from the date the training begins to the date of termination or completion of the course of training regardless of attendance by the trainee.

### PART I Trainee Information

Trainee Name:		Trainee Permit Number:	
Shop Name:			
For the Month of:		Year:	

### PART II Hours of Attendance

Hours of Attendance - Days of the Month																															
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	
Total Hours for Current Month:								Total Hours for Last Month:								Total Hours to Date: (Current + Last Month)															

### PART III Practical Operations

Subject	Number of Practical Operations Performed This Month/Quarter
Practical operations observed by the trainee.	
Practical operations in which the trainee participated.	
Practical operations performed by the trainee under supervision, but without assistance.	

**PART IV Theory Hours**

Subject	Number of Theory Hours Earned This Month/Quarter
Safety, sanitation, sterilization, and aseptic.	
Anatomy and physiology.	
Skin and skin disorders.	
Aftercare techniques.	
Equipment and supplies.	
Alaska statutes and regulations.	

**PART V Signature**

I certify that the above information is true and correct to the best of my knowledge.			
<b>Trainee Printed Name:</b>			
<b>Trainee Signature:</b>		<b>Date Signed:</b>	
<b>Trainer Printed Name:</b>			
<b>Trainer Signature:</b>		<b>Date Signed:</b>	



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