



Body Art Time-Limited Event Application

The following application must be completed in its entirety, along with the appropriate fee and all [required documentation](#), **within 10 days of the planned event**. Once submitted for review, the application fee is non-refundable.

License Type:

<input type="checkbox"/> Tattooing Only	\$80.00
<input type="checkbox"/> Body Piercing Only	\$80.00
<input type="checkbox"/> Combination Tattooing and Body Piercing	\$120.00

Event Information:

Temporary Event Name: _____

Temporary Location: ☐ Permanent Structure ☐ Mobile Unit ☐ Other (describe): _____

Temporary Event Address, City, Zip: _____

Event Start Date: _____ Event End Date: _____

Event Hours of Operation: _____ Date/ Time of Setup for Event: _____

License Holder Information:

Name of Business that will appear on license: _____

Business Owner/ Responsible Party: _____ Phone: _____

Mailing Address, City/ State, Zip: _____

Business Email: _____

Body Artists that will work at the event:

ARTIST NAME	DOCUMENTED TRAINING
	<input type="checkbox"/> Tattoo <input type="checkbox"/> Piercing <input type="checkbox"/> First Aid <input type="checkbox"/> Bloodborne Pathogens
	<input type="checkbox"/> Tattoo <input type="checkbox"/> Piercing <input type="checkbox"/> First Aid <input type="checkbox"/> Bloodborne Pathogens
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What type of products will be used at the event?

☐ Single Use ☐ Reusable



Ashland County Health Department

Provide written details for the following:

What type of gloves will be used?

☐ Nitrile

☐ Latex

Type of surface disinfectant products: _____

Number and location of hand sinks: _____

Types of aftercare products: _____

Equipment

Yes

N/A

☐☐

Hand Sinks will be convenient to procedure areas

☐☐

Lighting will be at least 40 foot-candles at client level in procedure areas

☐☐

Floors and walls are comprised of impervious, smooth, cleanable materials

☐☐

Restroom(s) will be available to patrons and body artists

I will have the following equipment:

☐☐

Sharps container

☐☐

Trash can(s) with cover

☐☐

Gloves

☐☐

Sterilization/ sanitation products

☐☐

Antiseptic mouthwash with single use cups

☐☐

Skin prep and after procedure products

Please explain any answers of "N/A":

Documents- I will have a paper or digital copy of all documents listed below available at the event

Yes

N/A

☐☐

Aftercare instructions

☐☐

Consent forms for adults

☐☐

Consent forms for persons under age 18

☐☐

Mill certificates for jewelry

I hereby certify that I am the operator or the authorized representative of the above operation and intend to comply with all requirements established by section 3730 of the Ohio Revised Code and section 3701 of the Ohio Administrative Code.

Signature: _____ Date: _____

Submit completed forms and required documentation in one of two ways:

- Email to AshlandCountyEH@gmail.com
- In person at the Ashland County Health Department (1211 Claremont Ave., Ashland, OH 44805)

OFFICE USE ONLY:

Date plans received: _____

☐ Application approved for license

Sanitarian: _____ Date: _____



Required Documentation:

- ☐ Completed application
- ☐ Copy of current body art facility license if licensed by a health district outside of Ashland County
- ☐ Plans and specifications that are drawn legibly and reasonably to scale that include:
 - ✓ General layout of the entrances/exits and body art equipment (i.e. procedure chair, artist chair, lamp, trays, etc.).
 - ✓ Dimensions of areas to be utilized (minimum of 36 ft² per artist required)
 - ✓ Lighting plan
 - ✓ Location and types of plumbing fixtures (i.e. hand sinks, restrooms)
 - ✓ If sterilizing on-site, include drawing of sterilization area (i.e. location of sink(s), autoclaves).
- ☐ Records of training for all body artists that will work at the event, to include:
 - ✓ Documentation of training in the body art. (i.e., relevant work history, certifications, courses, seminars, apprenticeships or other training.)
 - ✓ Documentation of current completion of course in first aid
 - ✓ Documentation of current completion of course in blood borne pathogens
- ☐ Client consent form
- ☐ Minor consent form (if applicable)
- ☐ Aftercare instructions
- ☐ Mill certificates for jewelry
- ☐ Written Infection Control Plan that includes at least the following elements:
 - ✓ Procedures for decontaminating and disinfecting environmental surfaces
 - ✓ Procedures for decontaminating, packaging, sterilizing, and storing reusable equipment and instruments
 - ✓ Procedures for protecting clean or sterile instruments from contamination during storage
 - ✓ Procedures for ensuring that standard precautions and aseptic techniques are utilized during all body art procedures
 - ✓ Procedures for the safe handling and disposal of needles
- ☐ Application fee



General Guidance/ Information (please retain for your records)

Please review the following information from the Ohio Department of Health Website:

- ✓ [Body Art \(Tattoo & Body Piercing\)](#)
- ✓ [Ohio Administrative Code \(OAC\) 3701-09: Tattoo and Body Piercing Services](#)
- ✓ [Ohio Revised Code \(ORC\): 3730 Tattooing or Body Piercing Services](#)

Overall Safety and Sanitation:

- ✓ Facility must be a minimum of 100 sq ft; Individual work areas minimum of 36 sq ft
- ✓ Must have handwashing sink(s) conveniently located to procedure area (cannot be in a separate room)
- ✓ All waste receptacles must have a lid
- ✓ Lighting requirements: 40 foot-candles at client level required in procedure areas, spot lighting acceptable. 20 foot-candles at 30" above floor throughout the rest of the facility
- ✓ Tables and equipment must be constructed of easily cleanable material with smooth finish
- ✓ Equipment and supplies for body art cannot be stored in the restroom
- ✓ Only sterilized single use disposable needles shall be used.
- ✓ Only single use disposable razors shall be used.
- ✓ All marking instruments must be single use
- ✓ All products used to address the flow of blood or to absorb blood must be single use and disposed of properly. No styptic pencils, alum blocks or other solid styptics may be used.
- ✓ Body art must be performed on only normal healthy skin
- ✓ No body art procedure shall be performed on an individual under 18yr without parental consent.
 - Parent, guardian, or custodian of minor must be present at time of procedure
 - No body art procedure may be performed on the nipple, areola, or genital area of a minor regardless of consent.
- ✓ No animals of any kind in facility except service dogs
- ✓ No grooming, smoking, vaporizing, or food & drink unless medically necessary in procedure or sterilization area
- ✓ Clean unused nitrile gloves worn throughout entire procedure, set up, and tear down
- ✓ After any body art procedure and prior to next, all procedure areas shall be cleaned and disinfected
- ✓ Each patron must be provided verbal and written aftercare instructions that include information about physical restrictions, wound care, signs and symptoms of infection, and when to seek medical care.

Client records must contain the following information, and must be kept for two years after the procedure:

- ✓ Patron's name and address
- ✓ Date of service
- ✓ Color and manufacturer of all inks, dyes, or pigments
- ✓ Jewelry used, including size, material composition, and manufacturer for each piercing performed
- ✓ Location of procedure

Additional requirements for tattooing:

- ✓ Prior to procedure, the area of patron's body must be thoroughly cleaned with soap and water and then prepared with an approved antiseptic solution
- ✓ Stencils must be single use, and only commercially manufactured inks, dyes, or pigments may be used
- ✓ Only single use containers of ink, dyes and pigments may be used for each patron and discarded after each use.
- ✓ The completed tattoo must be washed with an approved antiseptic solution, allowed to air dry, and a sterile, nonocclusive(breathable), single use dressing must be applied

Additional requirements for piercing:

- ✓ Prior to procedure, the area of patron's body must be thoroughly cleaned with soap and water and then prepared with an approved antiseptic solution
- ✓ For oral piercings the patron must be provided alcohol-free antiseptic mouthwash in single use cup
- ✓ For lip or cheek piercing, both skin preparation and oral procedures must be followed
 - Only sterilized jewelry made of ASTM F136 Titanium, ASTM F138 Steel, Solid 14K or 18K gold, Niobium, or Platinum shall be placed in new piercings
 - Mill certificates for jewelry must be maintained at facility