



Northwest Georgia Public Health

Body Art Studio Application Guidelines

The following guidelines are intended to provide guidance and assistance for individuals requesting a Body Art Studio Permit. These guidelines should be reviewed along with the current “Rules and Regulations of Body Art Studios and Tattoo/Body Piercing Artist,” which can be obtained on our district website at www.nwgapublichealth.org or by contacting the local County Health Department’s Environmental Health Section.

Application process

➤ **Permit application**

Contact the local County Health Departments Environmental Health office in order to obtain an application for a Body Art Studio permit. Complete written application and submit along with required documentation and all applicable fees.

Required documentation for application/permit approval

➤ **Studio floor plan and design requirement**

Each application for a permit shall be accompanied by an 8 ½” x 11” or larger page containing a detailed floor drawing to scale of the Body Art Studio. Such drawing shall show the accurate placement of each of the following: windows, doors, room measurements, chairs, tables, sinks, bathrooms, waiting area, and equipment placement for clients and/or staff.

➤ **Written documentation of policies and standard operating procedures**

Prior to being granted a permit, each Body Art Studio shall develop a written statement of policies and standard operating procedures including:

Sterilization	Record keeping
Sanitizing areas and equipment between clients	Disposal of waste
Aftercare procedures	Emergency sterilization procedures
Employee health	Client screening

➤ **Employee documentation**

Provide a list of all employees who will be working in the studio (include full legal name and employee position) and documentation for each employee in relation to completion of training in Blood Borne Pathogens/Universal Precautions and Basic First Aid/CPR Certification. Provide documentation for the acceptance or refusal for each employee concerning Hepatitis B Vaccination.

➤ **Compliance with local laws/ordinances**

Provide documentation for compliance with local zoning, certificate of occupancy, business license, etc., if applicable.

Northwest Georgia Public Health, Environmental Health Section Contact Information

Bartow (770) 387-2614	Dade (706) 657-4213	Haralson (770) 646-4301
Catoosa (706) 406-2030	Floyd (706) 295-6316	Paulding (770) 443-7877
Chattooga (706) 857-3377	Gordon (706) 624-1440	Polk (770) 749-2270
District Office (706) 295-6650		Walker (706) 639-2574