

Erie County Department of Health

606 West Second Street | Erie, PA 16507

Phone: (814) 451-6700 | Fax: (814) 451-6775

Dear Applicant:

This packet has been developed to serve as a guide for body art establishments licensed by the Erie County Department of Health (ECDH) that are undergoing new construction, renovation, alteration, and change of ownership. Establishments must comply with Erie County Ordinance Number 33, 2016 – Body Art Establishment Regulations.

The first step in obtaining a license is to have ECDH approve the establishment's water supply and sewage disposal system.

The enclosed application must be fully completed and returned to ECDH with all necessary accompanying documentation. The application must be reviewed and approved by ECDH **before** construction, remodeling, alteration, and change of ownership.

Your submitted application must include the following:

- Fully completed application
- Floor plans
 - Include the entire facility/premises
- Proof of completion of a bloodborne pathogen course approved by the ECDH
 - Each artist must provide proof of completion
- A copy of contract with infectious waste transporter
- A copy of monthly spore testing contract and documentation of autoclave performance
- A copy of the consent form and aftercare instructions
- Application fee: \$130
 - Checks can be made payable to "Erie County Department of Health"
 - **LATE SUBMITTAL:** Any application submitted within seven days prior to the opening of the business is subject to an additional \$25.00 rush fee.

Incomplete applications will not be processed.

Note: A separate license fee will be due after facility has been inspected and approved to operate.

Submit the application to:

Erie County Department of Health
Environmental Division
606 West Second Street
Erie, PA 16507

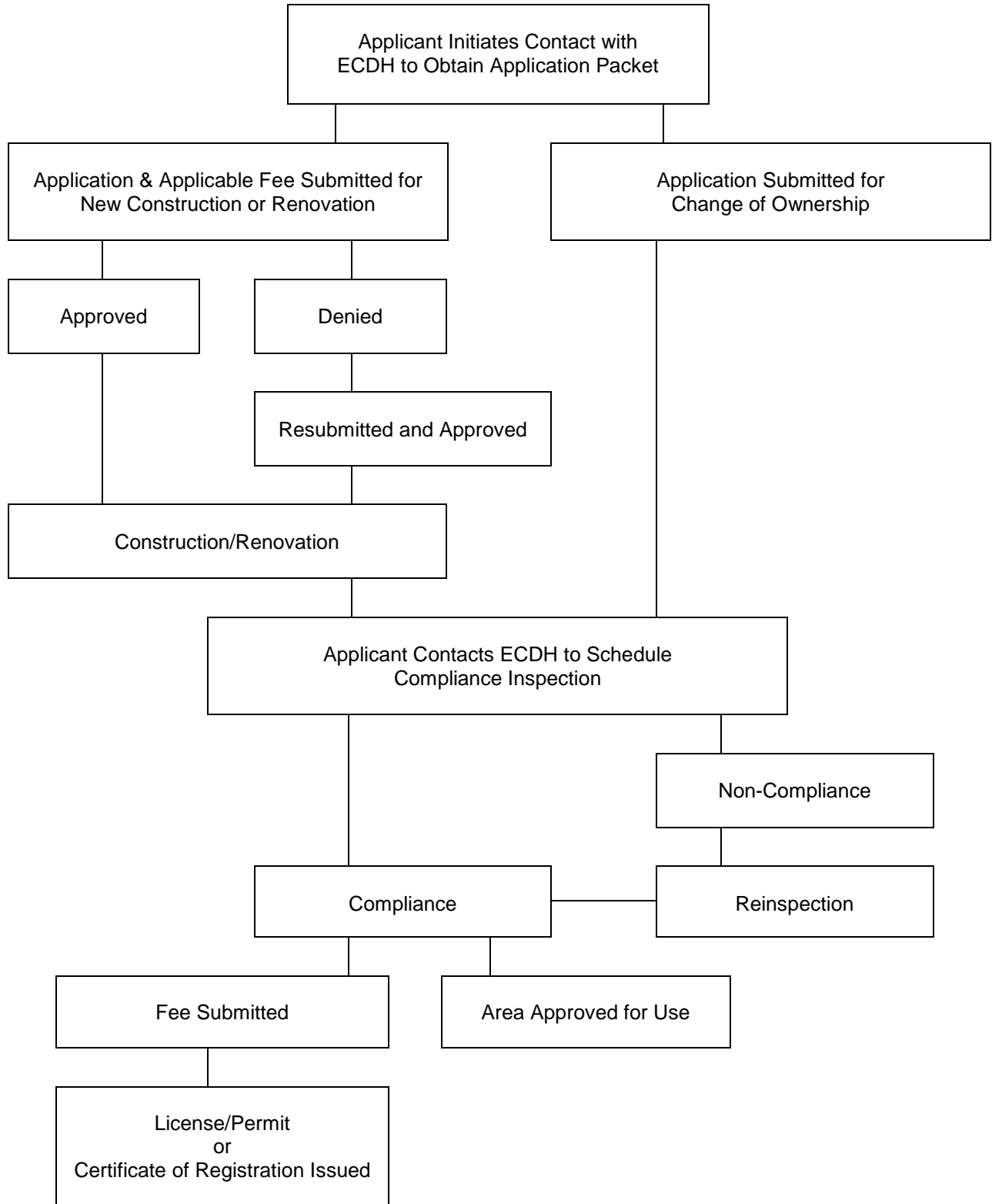
For questions or assistance please contact:

Erie County Department of Health
Phone: (814) 451-6700
Fax: (814) 451-6775

Ordinance Number 33, 2016 can be viewed at:

<https://eriecountypa.gov/wp-content/uploads/2017/06/2016-body-art-regulations-may-2016.pdf>

FLOW CHART



Note: **LICENSES ARE NOT TRANSFERABLE.** When there is a change of ownership or a business moves to a new location, this plan review process must occur and new licenses must be obtained.

APPLICATION FOR ANNUAL LICENSE TO OPERATE A BODY ART ESTABLISHMENT

Instructions: Please complete all pages of the application. Send the completed application to the Erie County Department of Health, 606 West Second Street, Erie, Pennsylvania 16507

Note: A license will not be issued until the following requirements are met:

- The license application is fully completed;
- Application fee has been submitted;
- Plans have been reviewed and approved by the Department prior to construction;
- The facility complies with all applicable regulations during the license inspection; and
- License fee is received in person (or by mail) prior to the opening date.

Section A – Establishment Information		
This application is for: <input type="checkbox"/> New Establishment <input type="checkbox"/> Change of Ownership <input type="checkbox"/> Renovations		
Name of Establishment:		
Address:		
City:	State:	Zip:
Phone:		Hours:
Section B – Owner Information		
Owner’s Name:		
Address:		
City:	State:	Zip:
Phone:		Email:
Where should future correspondence be mailed?		
<input type="checkbox"/> Establishment address in Section A <input type="checkbox"/> Establishment address in Section B		
Body Art Performed: <input type="checkbox"/> Tattooing <input type="checkbox"/> Body Piercing <input type="checkbox"/> Both		
Have all current body art operators completed a bloodborne pathogen course? <input type="checkbox"/> Yes <input type="checkbox"/> No		
Comments:		
Have City/Township/Borough zoning requirements been met? <input type="checkbox"/> Yes <input type="checkbox"/> No		
Have City/Township/Borough code requirements (electrical, plumbing, building, etc.) been met? <input type="checkbox"/> Yes <input type="checkbox"/> No		
Renovation or Construction Start Date _____ Anticipated Completion Date _____		
Change of Ownership Date _____ Former Name of Facility _____		
Type of Water Supply		
Municipal <input type="checkbox"/> Drilled Well <input type="checkbox"/> Dug Well <input type="checkbox"/>		
If not municipal, is disinfection provided? <input type="checkbox"/> Yes <input type="checkbox"/> No		
Type of Sewage Disposal		
Municipal <input type="checkbox"/> On-Lot Septic <input type="checkbox"/> Small Flow Treatment <input type="checkbox"/> On Site Sewage Treatment Plant <input type="checkbox"/>		

A license will not be issued until the establishment is in compliance with the ordinance.

Application is hereby made for a license to operate a body art establishment. By this application it is agreed that the establishment will comply with all applicable ordinances, regulations and policies, including the requirement that the Erie County Department of Health be contacted before starting any construction, renovations or major equipment purchase. It is further agreed that said establishment shall be open to inspection by the Erie County Department of Health, that the license issued is NOT TRANSFERABLE and any false representation is subject to penalty under 18 Pa. C.S. §4903 and 4904.

Signature: _____ Name (printed): _____
 Title: _____ Date: _____