



# County of San Diego

DEPARTMENT OF ENVIRONMENTAL HEALTH  
FOOD AND HOUSING DIVISION

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## **BODY ART TEMPORARY EVENT ORGANIZER APPLICATION PACKET**

Attached are instructions for event organizer and body artist participants. The information should be read carefully.

The event organizer must work with the Department of Environmental Health (DEH) to ensure that artists and vendors are in compliance with applicable laws and guidelines. Organizers must provide access to a potable water source and restrooms, supply sharps containers for each booth where body art procedures are offered, ensure adequate trash pickup, and provide for acceptable sharps disposal pickup by an authorized medical waste hauler.

Event organizers must insure that all artists who participate in the event are registered with the County of San Diego to engage in the practice of tattooing, body piercing or application of permanent cosmetics (see instructions that follow). The sponsor must submit a valid Registration Number or a completed Body Art registration application that is signed by the artist (with \$47.00 fee payable to the County of San Diego) for each artist participant. Artists operating without valid registration are subject to a \$500 fine per day and will be ordered to cease and desist performing any body art procedures (California Health and Safety Code Sec. 119303).

If your event will have food vendors, check with our Temporary Event technician to see if a temporary food facility organizer permit is required.

All forms must be completed and submitted either to the above mailing address or in person to the Temporary Event technician between the hours of 8:00 a.m. to 4:00 p.m. at 1255 Imperial Ave. 3<sup>rd</sup> Floor, San Diego, CA for processing. Please submit applications at least 30 days prior to event.

If you have any questions, please call (858) 505-6809.

Thanks for your cooperation, and we hope you have a successful event.

## **BODY ART TEMPORARY EVENT ORGANIZER RESPONSIBILITIES**

1. Submit applications and fees **30 days** prior to event.
2. Work closely with the Department of Environmental Health to assure a safe and successful event.
3. Be familiar with your artist's operations and Body Art Temporary Event requirements (see attached).
4. Ensure that the facility, cleaning area, and booth requirements are met (see attached).
5. **Provide the Department with the following:**
  - a. Completed Body Art Temporary Event Organizer **Application**.
  - b. **Booth and Artist List** which includes:
    - 1) Booth # or Location – which should be clearly defined on floor layout.
    - 2) Booth Name.
    - 3) Artist Name within each booth.
    - 4) Registration Number received from the County of San Diego, Department of Environmental Health.
  - c. **Site Map** that includes the location of:
    - 1) Each booth offering body art procedures
    - 2) Restrooms
    - 3) Artist-only hand wash stations.
    - 4) Cleaning and sterilizing areas (if provided).

# BODY ART TEMPORARY EVENT ORGANIZER APPLICATION

1. Name of Event: \_\_\_\_\_ Date(s): \_\_\_\_\_
2. Location: \_\_\_\_\_
3. Time of Setup: \_\_\_\_\_ Hours of Operation: \_\_\_\_\_
4. Event Sponsor Name: \_\_\_\_\_ Phone: \_\_\_\_\_  
Address: \_\_\_\_\_ Email Address: \_\_\_\_\_
5. Expected number of booths offering body art: \_\_\_\_\_
6. Expected number of artists offering body art: \_\_\_\_\_
7. Have all body artists been advised of the Health Department requirements as stated in the Body Art Temporary Event requirements?  Yes  No \_\_\_\_\_ (initials)
8. Will there be any food vendors with this event?  Yes  No  
If yes, do all food vendors have the required temporary event health permits?  Yes  No
9. Will there be a planning/safety meeting for body art participants?  Yes  No  
If yes, Date \_\_\_\_\_ Time \_\_\_\_\_ Location \_\_\_\_\_  
If no, state reason: \_\_\_\_\_
10. Will cleaning and sterilizing facilities be provided for body artists?  Yes  No  
If yes, where will they be located? \_\_\_\_\_  
If no, you must communicate the necessity for each artist to bring enough equipment to do the entire event.  
If an artist should run out of sterilized equipment, they must cease offering body art.  
I understand this requirement. \_\_\_\_\_ (Initials)
11. Are restroom facilities within 200 feet?  Yes  No
12. Number of Artist-only Hand Wash Stations to be provided (see page 4, #7): \_\_\_\_\_
13. How will sharps be disposed of ?  Isolyser Units  Name and telephone number of medical waste hauler \_\_\_\_\_
14. Describe garbage/trash disposal (including frequency of pick-up): \_\_\_\_\_
15. Will there any body suspension demonstrations?  Yes  No

Fee Schedule:	Make checks payable to: County of San Diego	Computation of Fees
<u>Temporary Event Organizer base fee</u>	\$270.00 - per event	Fee: _____
<u>EH Specialist hourly rate</u>	\$142.00 (30 minutes/booth) Regular Hours Rate	Fee: _____
Total Amount Due:		_____

\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
Dept Approval Signature

\_\_\_\_\_  
(Date)

# **BODY ART TEMPORARY EVENT REQUIREMENTS**

## **FACILITY REQUIREMENTS**

1. Shows, conventions, and educational demonstration events must be held in permanent buildings or a temporary enclosed structure that is large enough to enclose the entire event.
2. Access to potable water supply.
3. Restrooms that have flush toilets supplied with toilet paper, and hand wash sinks supplied with potable warm running water, soap, and single-use paper towels.
4. Sharps waste containers for **each** demonstration booth.
5. The name, telephone number, and directions to an emergency room near the body art temporary event shall be posted in a conspicuous location.
6. Adequate backup supplies that can be purchased by practitioners.
7. Hand wash stations are required for every 12 booths, not to exceed 30 feet from any artist's booth. Each hand wash station shall consist of at least:
  - a. Warm water (100 degrees Fahrenheit) dispensed from a free-flowing spigot.
  - b. An interior container to catch wastewater.
  - c. Hand cleanser dispensed from pump or motion detector container.
  - d. Single use paper towels.
  - e. Must be away from public access and signs posted that hand sinks are for artist's use only.

## **CLEANING AREA REQUIREMENTS**

It is not mandatory that a cleaning area be provided if sterilized, prepackaged needles and tubes will be offered for sale to artists at the event. In the event that a cleaning area is provided, it must be in a separate room that will allow for exclusion of the public and must include the following:

1. Autoclave.
2. Biohazard sink with hot and cold running water.
3. Work area.
4. Ultrasonic cleaning device.
5. Personal protective equipment to minimally include: disposable face guard/eye protection, disposable gloves, disposable plastic aprons.

## **BOOTH REQUIREMENTS**

1. At least 100 square feet in size.
2. Floor, tables and chairs must be non-porous and easily cleanable.
3. Constructed with a partition of at least three feet in height separating the procedure area from the public.
4. Task lighting of 150 foot candles (lighting that is bright enough to do fine, intricate work) at procedure level must be available.
5. Alcohol-based hand rub dispensed from pump must be available at all times.

## **ARTIST REQUIREMENTS**

1. Photo Identification.
2. Hepatitis B Documentation.
3. Body Art registration number issued by San Diego County Department of Environmental Health.
4. Use appropriate personal protective equipment while performing body art procedures.
  - a. At a minimum this includes the use of latex or nitrile gloves.
5. Artists shall properly cover or bag their tattoo machine when in use, and use barrier film or bags for other procedural items.
6. Artists shall not eat or drink while performing a body art procedure.
7. Artists shall clean and disinfect client chair, table and tattoo machine between clients.
  - a. Acceptable disinfectants include Opti-cide 3, Madacide, EcoTru Professional or any EPA-registered hospital-grade cleaner and disinfectant.

## **Proof of Registration for Body Artists For Temporary Events**

To legally engage in body arts activities in San Diego County you must comply with both State of California Health and Safety Codes and San Diego County ordinances. California Health and Safety code Section 119303 requires all who are engaged in the business of tattooing, body piercing or the application of permanent cosmetics to be registered with the Department of Environmental Health (DEH). In addition, San Diego County ordinance Section 65.107(l) (6) requires a fee for body artist registration.

Name: \_\_\_\_\_ Address: \_\_\_\_\_

County of San Diego Registration Number: \_\_\_\_\_ (Don't have a registration number? See below)

### **Instructions for Obtaining a Registration Number:**

**Complete the attached registration application.** Return the application with a fee of **\$47.00** to the event organizer who will forward it to the County of San Diego, Department of Environmental Health. Payment can be in the form of a check or money order made payable to the "County of San Diego."

This is a one-time registration fee. If you have previously submitted the registration application and returned it without the registration fee, you have not completed the process. If this is the case, you must complete the enclosed registration application and return it with the fee. Registration applications submitted without fees will not be processed.

For those with a valid registration number issued by San Diego County, refer to your Confirmation of Registration letter and list that number on Registration Application in space provided along with your name and any new information.

**If you are applying for Registration for the first time, your Confirmation of Registration Number will be delivered to you at your upcoming event and mailed to you at the address you provide.**

If you have any questions, please call (858) 505-6809, or e-mail [fhdttempevents@sdcounty.ca.gov](mailto:fhdttempevents@sdcounty.ca.gov)





# HEPATITIS B DECLINATION FORM

Appendix A to Section 1910.1030-Hepatitis B Vaccine Declination

I understand that due to my occupational exposure to blood or other potentially infectious materials I may be at risk of acquiring Hepatitis B Virus (HBV) infection. I have been given the opportunity to be vaccinated with Hepatitis B vaccine, at no charge to myself. However, I decline the Hepatitis B vaccination at this time. I understand that by declining this vaccine, I continue to be at risk of acquiring Hepatitis B, a serious disease. If in the future I continue to have occupational exposure to blood or other potentially infectious materials and I want to be vaccinated with Hepatitis B vaccine, I can receive the vaccination series at no charge to me.

Employee Signature \_\_\_\_\_

Date \_\_\_\_\_

Employer Signature \_\_\_\_\_

Date \_\_\_\_\_