

# HENNEPIN COUNTY

## PUBLIC HEALTH

### 2026 Body Art Special Event Health Permit Booth Application

All Body Art Technicians within a booth must hold a current Minnesota Department of Health Body Art Technician License as described in Minnesota Statute Chapter 146B.

#### 2026 BODY ART EVENT FEES\*

Body Art Temporary Event per  
Licensed Technician \$100.00

Each Additional day (up to 21 days) \$20.00

*\*Make checks payable to Hennepin County Treasurer*

OFFICE USE ONLY

Booth Name:

Booth Number:

Approved By:

Date:

#### PLEASE NOTE:

- Incomplete applications will be denied.
- Type or print clearly.
- Applications must be received at the office at least seven (7) business days **PRIOR** to the event.
- **Onsite applications will NOT be accepted.**
- Payment **MUST** accompany completed application. We accept cash, checks (payable to Hennepin County Treasurer), money orders, MasterCard or Visa.

#### EVENT INFORMATION

EVENT NAME:

VENUE NAME:

ADDRESS:

CITY:

MN ZIP:

DATE:

TIME:

#### APPLICANT INFORMATION

APPLICANT NAME:

APPLICANT ADDRESS:

CITY:

STATE:

ZIP:

PHONE:

EMAIL:

TECHNICIAN NAME

TECHNICIAN LICENSE #

## CHECKLIST:

The following is a required checklist summarizing the requirements of Hennepin County Ordinance 23 – please “check mark” each item. By doing so, you are acknowledging your understanding of Hennepin County’s requirements for a temporary Body Art Event, and acquiring a MN Department of Health Body Art Technician License.

### *BOOTH – SPACE*

- ☐ Each booth must have a minimum of 45 square feet of procedure area for each Technician working at one time. For example, if two Technicians are working at the same time, 90 square feet of procedure space is required. Three Technicians working at the same time would require 135 square feet of procedure space and so on. Two or more Technicians may share a 45 square foot booth with one Technician at a time performing one procedure at a time.
- ☐ The procedure area(s) must be separated from and not include any portion of a bathroom, retail sales area, hair/nail salon areas, or any other area that may cause potential contamination of work surfaces.
- ☐ Although walls are not required, clear divisions of space from the procedure area to other use areas are required to maintain sanitary conditions.
- ☐ For clients requesting privacy, dividers, curtains, or, at a minimum, partitions will separate multiple procedure areas.

### *BOOTH – SURFACES*

- ☐ If the event is indoors, the procedure area must be located in an area that is clean and in good condition.
- ☐ If the event is held outdoors, the procedure space requires a floor, sides (i.e., tent “walls”) and a cover.
- ☐ All procedure area surfaces shall be smooth, nonabsorbent, ridged and easily cleanable. Carpet is not acceptable for any surface. An example of an approved floor material would be sheet linoleum.
- ☐ Procedure surfaces shall be cleaned and sanitized after each client.
- ☐ All ceilings shall be in good condition.
- ☐ All floors and sides (walls) shall be washable and free of open holes or cracks.
- ☐ All facilities shall be maintained in a clean, sanitary condition, as well as in good working order.
- ☐ No animals are allowed in procedure areas; service animals may be within the facility.

### *BOOTH – LIGHTING*

- ☐ The booth shall have an artificial light source equivalent to 20 foot-candles at three feet above the floor.
- ☐ At least 100 foot-candles of light shall be provided at the level where body art procedures are performed, where sterilization takes place, and where instruments and sharps are assembled.

### *PROOF OF STERILIZATION*

- ☐ All needles, tubes/grips will be single-use.
- ☐ A clean area must be provided by the event coordinator. If multi-use equipment is used an approved autoclave must be present. Otherwise, all equipment will be single-use.
- ☐ An inventory of instruments, body jewelry, sharps, and inks or pigments used for all procedures, including the names of manufacturers, serial and lot numbers must be provided. Invoices or purchase orders will satisfy this requirement.
- ☐ Copies of spore tests conducted must be provided for all equipment on hand. For single-use items, provide packaged items having a valid date.
- ☐ All jewelry used as part of a piercing procedure shall be sterilized before use. All needles shall be single-use and sterilized before use. All sterilization shall be conducted using steam heat. Steam heat sterilization units shall be operated according to the manufacturer’s specifications.



- ❑ If using multi-use equipment, proof of recent (within 30 days of event) negative spore tests on the autoclave equipment used is required.
- ❑ Jewelry must be made of surgical implant grade stainless steel, solid 14k or 18k white or yellow gold, niobium, titanium or platinum, and/or a dense low-porosity plastic. Jewelry must be free of nicks, scratches or irregular surfaces and must be properly sterilized prior to use.
- ❑ All inks, dyes, and other pigments shall be specifically manufactured for tattoo procedures. The mixing of approved inks, dyes, or pigments, or their dilution with distilled water or alcohol is acceptable.
- ❑ Immediately before applying a tattoo, the quantity of the dye used shall be transferred from the dye bottle and placed into single-use paper or plastic cups. Upon completion of the tattoo, these single-use cups and their contents shall be discarded.
- ❑ All tables, chairs, furniture or other procedure surfaces that may be exposed to blood or bodily fluids during the tattooing or piercing procedure shall be constructed of stainless steel, or other suitable, non-absorbent material that will allow complete sanitization. These items shall be sanitized between uses with a liquid chemical germicide/sterilant. Liquid chemical germicides/sterilants used must also be a tuberculocide, such as Cavicide.™
- ❑ Bleach and water solutions may be used to sanitize other surfaces.
- ❑ Single-use towels or wipes shall be provided to the client. These towels shall be dispensed in a manner that precludes contamination and disposed of in a cleanable garbage container with a liner.
- ❑ All bandages and surgical dressings used shall be sterile or bulk-packaged clean and stored in a clean, closed container.
- ❑ All equipment and instruments shall be maintained in a good working order and in a clean and sanitary condition.
- ❑ All instruments and supplies shall be stored clean and dry in covered containers.
- ❑ It is understood that if a Technician should run out of sterilized equipment, they must sterilize their equipment in the "clean room" provided by the event coordinator, utilize single-use equipment, or cease offering body art.

### *SKIN PREPARATION*

- ❑ Whenever it is necessary to shave the skin, a new disposable razor must be used for each client.
- ❑ The skin area subject to a body art procedure must be thoroughly cleaned with soap and water, rinsed thoroughly, and swabbed with an antiseptic solution.
- ❑ Only single-use towels or wipes shall be used in the skin cleaning process.
- ❑ No body art procedure shall be performed on any area of the skin where there is an evident infection, irritation, or open wound.

### *HAND WASHING & HYGIENE*

- ❑ Each technician shall scrub his or her hands and wrists thoroughly for at least 20 seconds before and after performing a body art procedure.
- ❑ Technicians with skin infections of the hand shall not perform body art procedures.
- ❑ The technician must wash his or her hands after contact with the client receiving the procedure or after contact with potentially contaminated articles.
- ❑ Technicians shall wear clean clothing and use a disposable barrier such as a lap cloth when performing body art procedures.
- ❑ For each client, single-use disposable barriers shall be provided on all equipment used as part of the procedure that cannot be sterilized. Examples may include, but are not limited to, spray bottles, procedure light fixture handles, and tattoo machines.
- ❑ Technicians shall not smoke, eat, or drink while performing body art procedures.

### *GLOVE USE*

- ❑ Single-use gloves of adequate size and quality as to preserve dexterity shall be used for touching clients, for handling sterile instruments, or for handling blood or body fluids.



- ☐ Gloves must be changed if:
  - They become damaged,
  - They come in contact with any non-clean surface or objects; or
  - They come in contact with a third person.
- ☐ At a minimum, gloves shall be discarded after the completion of a procedure on a client.
- ☐ Hands and wrists must be washed before putting on a clean pair of gloves and after removing a pair of gloves.
- ☐ Gloves shall not be reused.

### *PROPER HANDLING & DISPOSAL OF NEEDLES, OTHER SHARP INSTRUMENTS, BLOOD, OTHER BODILY FLUIDS, AND CONTAMINATED PRODUCTS*

- ☐ Contaminated waste that may release liquid blood or body fluids when compressed or that may release dried blood or body fluids when handled, must be placed in an approved "red" bag that is marked with the international biohazard symbol. A container will be provided by the event coordinator.
- ☐ Contaminated waste that does not release liquid blood or body fluids when compressed or handled may be placed in a covered receptacle and disposed of through normal, approved disposal methods. Provide a garbage can with a liner for your booth.
- ☐ Sharps ready for disposal shall be disposed of in an approved sharps container provided by the event coordinator.
- ☐ Disposal of sharps and contaminated waste shall be the responsibility of the event coordinator through a licensed waste hauler at an approved site, or at a minimum, in accordance with the requirements contained in 29 CFR Part 1910.1030, Occupational Exposure to Blood Borne Pathogens.

### *CLIENT RECORDS*

- ☐ No Technician shall pierce any individual under the age of 18 years except with the written permission of both custodial and noncustodial parents of such individual given in person at the event according to MN Statute 146B.07, Subd.2.
- ☐ Nipple and genital piercing or tattooing is prohibited on minors regardless of parental consent.
- ☐ Technicians shall request proof of age prior to performing procedures on any client. Proof of age is established by one of the following:
  - A valid driver's license or identification card issued by the State of Minnesota, or other state, and including the photograph and date of birth of the person;
  - A valid military identification card issued by the United States Department of Defense;
  - A valid passport; or
  - A valid resident alien card.
- ☐ In order to aid in proper healing following the procedure, the Technician shall provide a **release form** (provided by the event coordinator) to the client and the client may indicate if he or she has:
  - Diabetes;
  - A history of hemophilia;
  - A history of skin diseases, skin lesions, or skin sensitivities to soap, disinfectants, etc.;
  - A history of allergies to metals;
  - A history of epilepsy, seizures, fainting or narcolepsy;
  - A condition where the client takes medications, such as anticoagulants, that "thin" the blood and/or interferes with blood clotting; or
  - Any other information that would aid the technician in body art procedure process evaluation.
- ☐ The Technician shall ask the client to sign and date the release form (provided by the event coordinator) confirming that the information listed above was obtained or was attempted to be obtained.



- ☐ Before administering a body art procedure, the client must sign and date a **consent form** (provided by the event coordinator). The consent form shall disclose:
  - That any tattoo should be considered permanent; it may only be removed with a surgical procedure; and any effective removal may leave scarring; or
  - That any piercing may leave scarring.
  - Body art procedures shall not be performed on any individual who appears to be under the influence of alcohol; controlled substances as defined in Minnesota Statutes, Section 152.01, subd. 4; or hazardous substances as defined in rules adopted under Minnesota Statutes, Chapter 182 and Chapter 146B.

### *CLIENT RECORD MAINTENANCE*

- ☐ The body art booth operator shall maintain proper records for each client. The records of the procedure shall be kept for the duration of the event and shall be available for inspection by the Health Authority upon request. Ideally, the Technician will retain these records for three years. Tattoo parlors located in Hennepin County's jurisdiction are required to maintain these records for three years. The records form will be provided by the event coordinator and shall include the following:
  - The date of the procedure.
  - Record of information on picture identification showing name, age, and current address of the client.
  - The release form signed and dated by the client.
  - The nature of the body art procedure performed.
  - The name and license number of the Technician performing the procedure.
  - A copy of the consent form to perform piercing on a minor with required signatures as defined in Hennepin County Ordinance 23, 8.03, A. or B. and Minnesota Statute Chapter 146B, if applicable.

### *UNDER THE INFLUENCE*

- ☐ No Technician shall perform body art procedures while under the influence of alcohol, controlled substances, as defined in Minnesota Statutes, section 152.01, subd. 4, or hazardous substances as defined in the rules adopted under Minnesota Statutes, Chapter 182 and Chapter 146B.

### *AFTERCARE*

- ☐ Technicians shall provide each client with printed instructions on recommended care of the body art during the healing process. The event coordinator will have copies available.

### *NOTIFICATION*

- ☐ Body Art Operators and Technicians shall notify Hennepin County Health Department immediately of any reports they receive of potential bloodborne pathogen transmission.
  - County business days are Monday through Friday, 8:00am to 4:30pm:
    - Phone: **612-543-5200**
  - After hours/weekends:
    - Phone: **612-543-5217**

By "checking" the previous boxes and signing below, you indicate your understanding that failure to comply with all the applicable regulations may result in **IMMEDIATE REVOCATION OF YOUR BODY ART EVENT LICENSE AND YOUR MINNESOTA DEPARTMENT OF HEALTH BODY ART TECHNICIAN LICENSE** and the possibility of other administrative actions.



**\*\*By signing this application, I attest that all Technicians participating in my event have at least 200 hours of Body Art Procedure experience and are licensed by the Minnesota Department of Health. Persons with less than 200 hours of Body Art Procedure experience will NOT be allowed to perform Body Art by Hennepin County.**

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\*\*Body Art Technician Signature

Date Signed

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Print Name Here

