



**City of Minneapolis**  
**Licenses and Consumer Services**  
 350 South 5<sup>th</sup> Street – Room 1  
 Minneapolis, MN 55415–1391  
 Phone: 612-673-2080  
 Fax: 612-673-3399 TTY: 612-673-2157  
[www.minneapolismn.gov/business-licensing](http://www.minneapolismn.gov/business-licensing)

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**For Office Use Only**

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Expiration: N/A  
 License Code: L299  
 Rev Code: 311008  
[MCO: 339](#)  
 Adm Issuance: Yes

## Body Art Temporary Event License Instructions and Application

For reasonable accommodations or alternative formats please contact the Minneapolis Health Department at 612-673-3000. People who are deaf or hard of hearing can use a relay service to call 311 at 612-673-3000. TTY users call 612-673-2157 or 612-673-2626.  
 Para asistencia 612-673-2700 - Rau kev pab 612-673-2800 - Hadii aad Caawimaad u baahantahay 612-673-3500

**Convention Temporary Events:** Licensed body art establishments or professional associations may sponsor up to two convention temporary events per calendar year in buildings other than their licensed premises. Convention temporary events may be no longer than seven consecutive days. Artists are required to obtain a [State of Minnesota Guest Artist License](#) unless they have a Minnesota Body Art Technician license.

**Guest Artist Events:** Licensed body art establishments may sponsor up to four Guest Artist Events per calendar year on their premises for up to 30 days per calendar year. Artists are required to obtain a [State of Minnesota Guest Artist License](#) unless they have a Minnesota Body Art Technician License.

If an application is submitted without time to review and secure required approvals, the application may not be accepted.

**Body Art:** Physical body adornment including but not limited to tattooing and body piercing. Body art does not include procedures performed by licensed medical or dental professionals if the procedures are within the scope of their practice.

**Guest Artist:** Individuals who perform body art procedures temporarily at body art establishments (Guest Artist Events) or body art conventions (Convention Events) for up to 30 days per calendar year. This license may be used at multiple licensed events.

Staff Initials	<h3>Application Checklist</h3> <p>Submit Completed Applications to: <a href="#">Minneapolis Development Review</a>  <a href="mailto:EnvironmentalHealthPermit@minneapolismn.gov">EnvironmentalHealthPermit@minneapolismn.gov</a>            250 South 4<sup>th</sup> Street – Room 510, Minneapolis, MN 55415</p>
	<input type="checkbox"/> <b>1. License Application</b> (Form #1) to be completed by the Temporary Event Sponsor.
	<input type="checkbox"/> <b>2. Event Checklist</b> (Form #2)
	<input type="checkbox"/> <b>3. Attach the following:</b> <input type="checkbox"/> <b>8 1/2 x 11 diagram of set up area for the event. Indicate booths and hand sinks. A hand sink, or other approved hand washing facility, is required at each work station.</b> <input type="checkbox"/> <b>After Care Information Sheet</b> <input type="checkbox"/> <b>Release Form</b>
	<input type="checkbox"/> <b>4. \$ _____ Fee</b> (See <a href="#">Business License Fee Schedule, Section II, Tattoo Sponsor for Temporary Events</a> ) \$ _____ <b>50% Late Fee</b> if application is submitted less than 14 days prior to the event. Checks should be made out to Minneapolis Minneapolis Finance.

### Application Information

- Incomplete applications will be returned.
- All applications must be signed by an owner, partner principal or authorized manager. Licenses are not transferable.
- Before submitting your application, make a duplicate copy of this packet for your records.

## Body Art Temporary Event License Application

### 1. BACKGROUND INFORMATION

Event sponsor	Event sponsor address	
Contact person	Contact person title <input type="checkbox"/> Owner <input type="checkbox"/> Partner Principal <input type="checkbox"/> Authorized Manager	
Contact person email	Contact person phone	
Temporary event name	Event start date	Event end date
Temporary event address	Event start time	Event end time

Type of Event  Guest Event  Convention Temporary Event

Has the establishment or organization had any Body Art Temporary Event licenses in Minnesota in the past 12 months?

Yes  No If yes, completes the following. Attach additional sheets if necessary.

Event name	Event location and address	Dates

Provide the following information for each Artist providing services at the event. Attach additional sheets if necessary.

All artists must have a [State of Minnesota Body Art Technician License](#) or a [State of Minnesota Guest Artist License](#).

Name	Address	Telephone Number	Date of Birth	MN Technician License #

### 2. VERIFICATION

I certify that the above information is true and agree to comply with all applicable laws related to the Body Art Code in Minneapolis.

SIGNATURE \_\_\_\_\_ TITLE \_\_\_\_\_ DATE \_\_\_\_\_

### 3. Body Art Temporary Event Requirements Checklist

How is sterilization handled before and after the event?

All equipment is pre-sterilized and disposable.

Are there sharps containers on site?  Yes  No

How is the waste handled?

Are the following available on site?

Safety Razors  Yes  No

Gloves  Yes  No

Ink Caps  Yes  No

What sanitizer is being used on the chairs, tables, armrests, etc.?

What is being used for skin prep?

What is being used for covering the tattoo when completed?

### 4. Documentation Required

#### Aftercare Information Sheets

These must provide the aftercare instructions and include the statement “Consult a health care professional at the first sign of infection”.

#### Release Forms

The following must be included on Release forms:

1. Client information including name, current address, age, ID verification
2. Design and location of tattoo
3. Name of Technician and MN technician license number
4. Date of procedure
5. A Disclosure and Authorization form that indicates whether the client has:
  - a. Diabetes
  - b. History of hemophilia
  - c. History of epilepsy, seizures, fainting, or narcolepsy
  - d. Any condition that requires the client to take medications such as anticoagulants that thin the blood or interfere with blood clotting, or
  - e. Any other information that would aid the technician in the body art procedure
6. The following statements:
  - a. A tattoo is considered permanent and may be removed only with a surgical procedure. Removal of a tattoo or body piercing may leave scarring.
  - b. The technician shall not perform a body art procedure if the client fails to complete or sign the disclosure and authorization form and the technician may decline to perform a body art procedure if the client has any identified health conditions.