



City and County of San Francisco  
**DEPARTMENT OF PUBLIC HEALTH**  
**OCCUPATIONAL & ENVIRONMENTAL HEALTH**

Edwin M. Lee, Mayor

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*Director of Health*

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**SPECIAL EVENT SPONSOR APPLICATION  
FOR TATTOOING, BODY PIERCING, AND PERMANENT COSMETICS BOOTH**

This application is to be completed by the event sponsor(s). The coordinator shall collect all individual applications and submit them as a packet **at least two weeks** prior to the event. The San Francisco Tattooing, Body Piercing, and Permanent Cosmetics Ordinance requires persons or businesses that are engaged in the practice of tattooing, body piercing or permanent cosmetics to have an information document on-site and on-file with the Department of Public Health. An application will not be accepted until all applicable forms are completed and returned with the appropriate fees.

**1. SPECIAL EVENT SPONSOR INFORMATION**

ORGANIZATION NAME		NAME of EVENT	
ADDRESS		LOCATION OF EVENT	
CITY	STATE	ZIP CODE	DATES OF EVENT
		HOURS OF OPERATION	
RESPONSIBLE PERSON OFF-SITE	TITLE	PHONE NUMBER	DAY
		FACSIMILE or E-MAIL	
RESPONSIBLE PERSON ON-SITE	TITLE	PHONE NUMBER	DAY (of event)
		FACSIMILE or E-MAIL	
ALTERNATE RESPONSIBLE PERSON ON-SITE	TITLE	PHONE NUMBER	DAY (of event)
		FACSIMILE or E-MAIL	

**2. EVENT INFORMATION**

NUMBER OF BOOTHS <input type="checkbox"/> TATTOO <input type="checkbox"/> PIERCING <input type="checkbox"/> PERMANENT COSMETICS	EVENT WILL BE HELD: <input type="checkbox"/> INDOORS <input type="checkbox"/> OUTDOORS <input type="checkbox"/> OTHER
TYPES OF SERVICES TO BE PROVIDED: <input type="checkbox"/> TATTOOING—means to insert pigment under the surface of the skin of a human being, pricking with a needle or otherwise, to produce an indelible mark or figure visible through the skin. <input type="checkbox"/> BODY PIERCING—means the creation of an opening in the body of a human being for the purpose of inserting jewelry or decoration. This term includes, but is not limited to, piercing of an ear, lip, tongue, nose or eyebrow. Body piercing does not include piercing an ear with a disposable, single-use stud or solid needle, applied using a mechanical device to force the needle or stud through the ear. <input type="checkbox"/> PERMANENT COSMETICS - means the application of pigments to or under the skin of a human being for the purpose of permanently changing the color or other appearance of the skin. This includes, but is not limited to, permanent eyeliner, eyeshadow, or lip color.	

**3. TEMPORARY EVENT FEES**

Fee Type	Application Fee (check payable to DPH)	License fee (Day 1 & 2) (check payable to SF Tax Collector)	License fee (Day 3 to end of event) (check payable to SF Tax Collector)
Fees for Event Sponsor	\$100.00 *	NA	NA
Fees for each T/BP vendor	\$ 46.00	\$ 60.00	\$ 20.00 each day
Fees for each unregistered Practitioner	NA	\$ 25.00	NA

**Submit this application with appropriate fees at least 14 days prior to event**

I have read and understood my responsibilities as the Event Sponsor.  
\*(\$100.00 Special Event Sponsor application fee need only be paid once.)

PRINT NAME	SIGNATURE	DATE
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