

## Body Art Plan Review Required Documents

- The Plan Review Application form, completed and signed.
- A floor plan of the facility, showing all waiting areas, client rooms, bathrooms, storage areas, laundry/janitorial rooms, and any other areas. Show all sinks, barriers, and appliances.
- A site plan showing buildings, parking areas, streets, dumpsters, and if applicable, septic systems or wells.
- Autoclave current spore test results, if applicable.
- Copies of General Sanitation Certificates via DPHHS, Blood-borne Pathogens Certificates, and First Aid Certificates for each artist.
- Copies of valid ID for all artists. Must be a government-issued picture ID.
- Your client consent form.
- Your client aftercare instructions.
- Sample invoices for disposable needles and/or jewelry.
- A master cleaning schedule.