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TEMPORARY BODY ART ORGANIZER REQUIREMENTS

This document is provided to guide the temporary event sponsor/organizer to obtain the temporary event permit and booth permits that will meet public health and safety requirements established in California's Health & Safety Code, Chapter 638 (Safe Body Art Act), Sections 119317 and 119318. This application package is required to be submitted a **minimum of 30 days** prior to the date of the planned event. The application package includes the **"Temporary Body Art Event Organizer Application"**, **permit fee** and the following **supporting documents**;

REQUIRED SUPPORTING DOCUMENTS FOR THE PERMIT APPLICATION

- 1. A Schematic Drawing of the Temporary Event Facility Floor Plan:** The schematic drawing must show the general layout of the facility to include: the demonstration booth locations, assigned number and company name of each booth, potable water supply, booth waste water discharge location, procedure area hand washing stations, bathroom locations, eye wash station, location of posted information for the nearest emergency room, and if applicable the decontamination/sterilization station.
- 2. Participating Practitioner/Company List:** The list shall be comprised of each company and practitioners, the corresponding booth number, mailing address including postal zip code, email and name of responsible party for each company within the booth.
- 3. Sharps Disposal:** A copy of the disposal agreement from a licensed medical waste disposal company.
- 4. Demonstration Booth Requirements:** Provide a schematic drawing showing the booth dimensions, partition height, booth number, (the booth number shall be clearly labeled and located in an area of the booth that is visible), hand washing equipment located within each booth (hand wash equipment shall meet requirements of Section 119317(f)) or the location of commercial hand washing stations (station locations shall be identified on the temporary event floor plan). Hand washing stations shall be equipped with single dispensed paper towels and liquid soap.

THE ORGANIZER SHALL BE RESPONSIBLE FOR THE FOLLOWING SUPPORT FACILITIES AND SUPPLIES FOR THE PRACTITIONERS:

Sharp Waste Containers: Provide a sharps waste container for each booth and decontamination/sterilization station. Ensure proper disposal methods are met.

Eyewash Station: The station should be located in an easily accessible area. (Location should be indicated on the event schematic plan)

Decontamination/Sterilization Station: Station must be separated from any procedure area by at least 5 feet or by a cleanable barrier and include a sink, autoclave, and ultrasonic cleaner. (The location should be indicated on the event schematic plan)

Restrooms: Restrooms must have flush toilets, sinks supplied with hot and cold potable water, soap, and single-use paper towels. (The location should be indicated on the event schematic plan)

Trash Removal from each Booth: As often as necessary.

Hand Wash Maintenance: Provide waste water removal and recharge potable water for the hand wash stations or hand wash equipment in the booths as often as necessary. (The locations should be indicated on the event schematic plan).

Backup Supplies: Provide the following supplies for purchase by practitioners; presterilized tattoo needles, presterilized needle tubes, presterilized piercing instruments (including, but not limited to, needles, receiving tubes, corks, marking tools and forceps), plastic bags, barrier film, clip cord covers, plastic wrap, ink cups, nitrile and latex gloves, single-use tubes of water-based and petroleum-based lubricants, and absorbent dressing materials.