

APPLICATION FOR TATTOO BUSINESS LICENSE
IN THE CITY OF NEW HOPE

Applicant Type:

- Individual (complete pages 1 and 4)
- Partnership (complete pages 1, 2 and 4)
- Corporation (complete pages 1, 3 and 4)

Business Name:
(Attach certified copy of certificate as required by Minnesota Statute §333.01)
Business Address:
If construction or alterations are planned at the property, preliminary plans must be furnished to the City.
MN Tax ID #

Applicant Name	
Date of Birth	Place of Birth
Residence Address	
Telephone Number	
U.S. Citizen ()yes ()no	Social Security No.

Have you ever used or been known by another name? If so, list name and dates and places where used:

Street Addresses of applicant's residence for preceding five years:

The type, name, and location of every business or occupation in which applicant has been engaged during the preceding five years and the name(s) and address(es) of the applicant's employer(s) and partner(s), if any, for preceding five years:

Have you ever been convicted of a felony, crime, or violation of any ordinance other than a petty misdemeanor? ()yes ()no.
If yes, furnish information relative to the time, place and offense for conviction(s). (Question must be answered by each individual, partner, and corporate officer; attach separate sheet if necessary.)

Do you hold a current tattooing license from any other governmental unit? _____

Have you previously been denied a tattooing license from any other governmental unit? _____

Complete this page if the business is a partnership. Information must be provided on all general, limited partners, and managing partners.

Partner Name	Financial Interest ___ %
Date of Birth	Place of Birth
Residence Address	
Telephone Number	
U.S. Citizen ()yes ()no	Social Security No.

Partner Name	Financial Interest ___ %
Date of Birth	Place of Birth
Residence Address	
Telephone Number	
U.S. Citizen ()yes ()no	Social Security No.

Partner Name	Financial Interest ___ %
Date of Birth	Place of Birth
Residence Address	
Telephone Number	
U.S. Citizen ()yes ()no	Social Security No.

Attach a true copy of the partnership agreement to the application. If the partnership is required to file a certificate as to a trade name pursuant to §333.01, a certified copy of such certificate must also be attached to the application.

Complete this page if the business is a corporation. Information must be provided on all officers. Also list name(s) of stockholder(s), manager(s), proprietor(s), or other agent(s) in charge of the business.

CORPORATION NAME: _____ STATE OF INCORPORATION: _____

Officer Name	
Date of Birth	Place of Birth
Residence Address	
Telephone Number	
U.S. Citizen ()yes ()no	Social Security No.

Officer Name	
Date of Birth	Place of Birth
Residence Address	
Telephone Number	
U.S. Citizen ()yes ()no	Social Security No.

Officer Name	
Date of Birth	Place of Birth
Residence Address	
Telephone Number	
U.S. Citizen ()yes ()no	Social Security No.

Officer Name	
Date of Birth	Place of Birth
Residence Address	
Telephone Number	
U.S. Citizen ()yes ()no	Social Security No.

Officer Name	
Date of Birth	Place of Birth
Residence Address	
Telephone Number	
U.S. Citizen ()yes ()no	Social Security No.

Attach a true copy of the certificate of incorporation. If the applicant is a foreign corporation, a certificate of authority as required by §303.06 must be attached to the application.

"I hereby certify that the foregoing statements are true to the best of my knowledge".

Signature of Applicant Date _____

CERTIFICATE OF ACKNOWLEDGMENT
(for use when business is individual or partnership)

State of Minnesota
County of _____

On this ____ day of _____, _____, before me personally appeared _____, to me personally known to be the person _____ described in and who executed the foregoing instrument and acknowledged that he executed the same as the free act and deed of the individual.

(notary seal)

Notary Public

CERTIFICATE OF ACKNOWLEDGMENT
(for use when business is a Corporation)

State of Minnesota
County of _____

On this ____ day of _____, _____, before me personally appeared _____ and _____, to me personally known who, being by me duly sworn, each did say that they are respectively the _____ and _____ of _____, that the seal affixed to the foregoing instrument is the corporate seal of said corporation, and that said instrument was executed in behalf of the corporation by authority of its Board of Directors and said _____ and _____ acknowledged the instrument to be the free act and deed of the corporation.

(notary seal)

Notary Public

City Staff Approval:

Police: _____ Date: _____

Health: _____ Date: _____

Zoning: _____ Date: _____



City of New Hope
4401 Xylon Avenue North
New Hope MN 55428

In order to comply with State and Federal regulations, the City of New Hope is required to ask the information indicated below. This form will be filed separately from your application and will be used only for record keeping purposes.

AUTHORIZATION AND RELEASE FOR APPLICANT(S)

The undersigned, having filed an application with the city of New Hope for a Tattoo business license, realizing that the city has need to investigate the background and history of the applicant in order to better evaluate his or her application for the above license, does hereby authorize and request every law enforcement official and every other person, firm, officer, corporation, association, organization or institution having control of any documents, records or other information pertaining to me to furnish the original or copies of any such documents, records and other information to the city or any of its representatives, and to permit said city or any of its representatives to inspect and make copies of any such documents, records and other information. I further authorize any such persons to answer any inquiries, questions or interrogatories concerning the undersigned, which may be submitted to them by the City or its authorized representative. I fully understand that the information so obtained by the City may be used by it in its evaluation of my application.

I hereby release and exonerate any person who shall comply with the authorization and request made herein from any and all liability of every nature and kind growing out of and in any way pertaining to the furnishing or inspection of such documents, records and other information.

Dated this _____ day of _____, 20_____.

PLEASE PRINT:

Signature of Applicant

First Middle Name Last Name

Driver's License Number

Home Address City State Zip Code

Date of Birth

Name of Organization Associated With

Home Phone Number

Sec. 8-29. Tattoo and body piercing establishments.

- (a) *Purpose.* The purpose of this section is to regulate the business of tattooing and body piercing in order to protect the health and welfare of the general public. The city council finds that the experience of other cities indicates that there is a connection between tattooing and body piercing and hepatitis and other health problems. The city council finds that stringent regulations governing tattooing and body piercing can minimize the hepatitis and disease risk, and therefore protect the general health and welfare of the community.
- (b) *License required; exception.* No person shall operate any establishment where tattooing or body piercing is practiced, nor engage in the practice of tattooing or body piercing without being licensed pursuant to this section. A state-licensed physician who engages in the practice of tattooing or body piercing shall be exempt from the license requirements.
- (c) *License application.* Every application for a license under this section shall be made on a form supplied by the city and shall request the following information:
 - (1) If the applicant is a natural person:
 - a. The name, place and date of birth, street residence address, and phone number of the applicant.
 - b. Whether the applicant is a citizen of the United States, a resident alien, or is able to legally be employed in the United States.
 - c. Whether the applicant has ever used or has been known by a name other than the applicant's name, and if so, the name or names used and information concerning dates and places where used.
 - d. The name of the business if it is to be conducted under a designation, name, or style other than the name of the applicant and a certified copy of the certificate as required by Minn. Stat. § 333.01.
 - e. The street addresses at which the applicant has lived during the preceding five years.
 - f. The type, name and location of every business or occupation in which the applicant has been engaged during the preceding five years, and the name(s) and address(es) of the applicant's employer(s) and partner(s), if any, for the preceding five years.
 - g. Whether the applicant has ever been convicted of a felony, crime, or violation of any ordinance other than a petty misdemeanor. If so, the applicant shall furnish information as to the time, place and offense for which convictions were had.
 - (2) If the applicant is a partnership:
 - a. The name(s) and address(es) of all general and limited partners and all information concerning each general partner required in subsection a of the section.
 - b. The name(s) of the managing partner(s) and the interest of each partner in the tattooing establishment.
 - c. A true copy of the partnership agreement shall be submitted with the application. If the partnership is required to file a certificate as to a trade name pursuant to Minn. Stat. § 333.01, a certified copy of such certificate shall be attached to the application.
 - (3) If the applicant is a corporation or other business:
 - a. The name of the corporation or business formed, and if incorporated, the state of incorporation.
 - b. A true copy of the certificate of incorporation. If the applicant is a foreign corporation, a certificate of authority as required by Minn. Stat. § 303.06 shall be attached to the application.
 - c. The name of the stockholder(s), manager(s), proprietor(s), or other agent(s) in charge

of the business and all information concerning each stockholder, manager, proprietor, or agent required in subsection a of this section.

- (4) For all applicants:
 - a. Whether the applicant holds a current tattooing or body piercing license for any other governmental unit.
 - b. Whether the applicant has previously been denied a tattooing or body piercing license from any other governmental unit.
 - c. The common address of the proposed business premises.
 - d. Whenever the application is for premises either planned or under construction or undergoing substantial alternations, the application shall be accompanied by a set of preliminary plans showing the design of the proposed premises to be licensed. If the plans of design are on file with the city building official, no plans need be submitted.
 - e. Such other information the city may require.
- (d) *Application execution.* All applications for a license shall be signed and sworn to. If the application is that of a natural person, it shall be signed and sworn to by such person; if that of a corporation, by an officer thereof; if that of a partnership, by one of the general partners; and if that of an unincorporated association, by the manager or managing officer thereof.

Any falsification on a license application shall result in the denial of a license.
- (e) *Application verification.* All applications shall be referred to the police department for verification and investigation on the facts set forth in the application, including any necessary criminal background checks to assure compliance. The application shall be issued or denied in accordance with subsections 8-29(g) and 8-29(h) of this Code.
- (f) *License fee.* The annual fee for a tattooing license shall be as set forth in chapter 14 of this Code. The investigation fee shall be submitted at the time the application is filed. The annual fee shall be paid at the time the license is issued or renewed.
- (g) *Persons ineligible for license.*
 - (1) No license shall be issued to an applicant who is a natural person if such applicant:
 - a. Is a minor at the time the application is filed;
 - b. Has been convicted of any crime directly related to the occupation licensed as prescribed by Minn. Stat. § 364.03, subd. 2, and has not shown competent evidence of sufficient rehabilitation and present fitness to perform the duties of the license occupation as prescribed by Minn. Stat. § 364.03, subd. 3;
 - c. Is not a citizen of the United States, a resident alien, or does not have the legal authority to be employed in the United States; or
 - d. Is not of good moral character or repute.
 - (2) No license shall be issued to a partnership if such partnership has any general partner or managing partner:
 - a. Who is a minor at the time the application is filed;
 - b. Who has been convicted of any crime directly related to the occupation licensed as prescribed by Minn. Stat. § 364.03, subd. 2, and who has not shown competent evidence of sufficient rehabilitation and present fitness to perform the duties of the license occupation as prescribed by Minn. Stat. § 364.03, subd. 3;
 - c. Who is not a citizen of the United States, a resident alien, or does not have the legal authority to be employed in the United States; or
 - d. Who is not of good moral character or repute.
 - (3) No license shall be issued to a corporation or other organization if such applicant has any manager, proprietor or agent in charge of the business to be licensed:
 - a. Who is a minor at the time the application is filed;
 - b. Who has been convicted of any crime directly related to the occupation licensed as

prescribed by Minn. Stat. § 364.03, subd. 2, and who has not shown competent evidence of sufficient rehabilitation and present fitness to perform the duties of the license occupation as prescribed by Minn. Stat. § 364.03, subd. 3;

- c. Who is not a citizen of the United States, a resident alien, or does not have the legal authority to be employed in the United States; or
- d. Is not of good moral character or repute.

(h) *Locations ineligible for a license.* The following locations shall be ineligible for a license:

- (1) Improper zoning. No license shall be granted if the property is not zoned for tattooing or body piercing establishments under chapter 4 of this Code. No person may engage in the practice of tattooing or body piercing in any location other than a licensed and approved establishment under this Code. Tattooing or body piercing from any kind or type of movable or mobile vehicle, trailer or establishment is prohibited.
- (2) Premises licensed for alcoholic beverages. No license shall be granted or renewed if the premises is licensed for the furnishing of alcoholic beverages pursuant to [chapter 10](#) of this Code or is licensed as a sexually-oriented business pursuant to [chapter 8](#) of this Code.

(i) *General license requirements.*

- (1) Tattoos or body piercing on minors. No person shall tattoo or body pierce any person under the age of 18 except piercing of the outer perimeter or lobe of the ear, which may be done in the presence of, and with the written permission of, the parent or legal guardian.
- (2) Prohibition on license transfer. The license granted under this section is for the person and the premises named on the approved license application. No transfer of a license shall be permitted from place-to-place or from person-to-person without first complying with the requirements of an original application, except in the case in which an existing noncorporate licensee is incorporated and incorporation does not affect the ownership, control and interest of the existing licensed establishment.
- (3) Hours of operation. A licensee under this section shall not be open for business for tattooing before 9:00 a.m. nor after 9:00 p.m.
- (4) Licensed premises. The license is only effective for the compact and contiguous space specified in the approved license application. If the licensed premises is enlarged, altered, or extended, the licensee shall inform the city.
- (5) Effect of license suspension or revocation. No person shall solicit business or offer to perform tattooing or body piercing services while under license suspension or revocation by the city.
- (6) Maintenance of order. The licensee shall be responsible for the conduct of the business being operated and shall at all times maintain conditions of order.
- (7) Liability insurance. All licensees shall have at all times a valid certificate of insurance issued by an insurance company licensed to do business in the state indicating that the licensee is currently covered in the tattoo business by a liability insurance policy. The minimum limits of coverage for such insurance shall be:
 - a. Each claim, at least \$200,000.00;
 - b. Each group of claims, at least \$500,000.00.

Such insurance shall be kept in force during the term of the license and shall provide for notification to the city prior to termination or cancellation. A certificate of insurance shall be filed with the city.

(j) *Health and sanitation requirements.* No person shall engage in the practice of tattooing or body piercing at any place in the city without complying with the following regulations:

- (1) Lavatory requirement. Every place where tattooing or body piercing is practiced shall be equipped with an adequate and conveniently located toilet room and hand lavatory for the accommodation of employees and patrons. The hand lavatory shall be supplied with hot and cold running water under pressure; shall be maintained in good repair at all times; and shall

- be kept in a clean and sanitary condition. Toilet fixtures and seats shall be of a sanitary open front design and readily cleanable. Easily cleanable, covered receptacles shall be provided for waste materials. Every lavatory facility shall be provided with an adequate supply of hand cleaning compound and single-service sanitary towels or hand-drying devices.
- (2) Skin infection. No person having any skin infection or other disease of the skin shall be tattooed or body pierced.
 - (3) Sterilization and disposal of biohazardous materials. All needles and razor blades shall be individually pre-packaged, presterilized and disposable. No such equipment shall be used on more than one customer. All biohazardous waste shall be disposed of in accordance with law, and disposal procedures shall be approved by the health officer. Sterilizing solutions and methods may be used for the purpose of sterilizing instruments other than needles and razor blades when such sterilizing solutions and methods are approved by the health officer.
 - (4) Skin preparation procedures. The following procedures shall be used for skin preparation:
 - a. Each operator shall wash his or her hands thoroughly with soap and water and then dry them with a clean towel before and after each tattooing. Operators with skin infections of the hand shall not perform any tattooing services.
 - b. Whenever it is necessary to shave the skin, prepackaged, presterilized, disposable, razor blades shall be used.
 - c. The skin area to be tattooed or body pierced shall be thoroughly cleaned with germicidal soap, rinsed thoroughly with water, and sterilized with an antiseptic solution approved by the health officer. Only single-service towels and wipes shall be used in the skin cleaning process.
 - (5) Operating furniture. All tables, chairs, furniture, or area on which a patron receives service shall be covered by single-service disposable paper or clean linens, or in the alternative, the table, chair or furniture on which the patron receives service shall be impervious to moisture and shall be properly sanitized after each use.
 - (6) Towels. Every operator shall provide single-service towels or wipes for each customer or person and such towels or wipes shall be stored and disposed of in a manner acceptable to the health officer.
 - (7) Garments of operator. Every operator shall wear clean, washable garments when engaged in the practice of tattooing or body piercing. If garments are contaminated with blood or body fluids, such garment shall be removed and changed.
 - (8) Pigments. Pigments used in tattooing or body piercing shall be sterile and free from bacteria and noxious agents and substances including mercury. The pigments used from stock solutions for each customer shall be placed in a single-service receptacle, and such receptacle and remaining solution shall be discarded after use on each customer in accordance with procedures approved by the health officer.
 - (9) Minimum floor space. There shall not be less than 150 square feet of floor space at the place where the business is conducted and said place shall be so lighted and ventilated as to comply with the standards approved by the building official.
 - (10) Influence of alcohol and drugs. No person shall practice tattooing or body piercing while under the influence of alcoholic beverages or illicit drugs. No customer shall be tattooed or body pierced while under the influence of alcoholic beverages or illicit drugs.
 - (11) Written instructions. The operator shall provide the person serviced with printed instructions on the approved care of the tattoo or the body pierce during the healing process.
 - (12) Living quarters. No place licensed as a tattoo establishment shall be used or occupied as living or sleeping quarters.
- (k) *Sanctions for license violations.*
- (1) The city council may revoke the license or suspend the license for a violation of:
 - a. Any provision of subsections 8-29(a) through 8-29(k) of this Code or any other local

law governing the same activity during the license period.

- b. Any criminal law during the license period which adversely affects on the ability to honestly, safely or lawfully conduct a tattooing business.
- (2) The city council may revoke the license or suspend the license if the licensee submitted false information or omitted material information in the license process required by this section.
- (3) a revocation or suspension shall be preceded by written notice to the licensee and a hearing before the city council. The notice shall give at least ten days' notice of the time and place of the hearing and shall state the nature of the charges against the licensee. The notice shall be mailed to the licensee at the most recent address listed on the application.

(Ord. No. 02-04, §§ 2—20, 3-11-2002; Ord. No. 02-06, § 1, 4-8-2002)

Sexually oriented businesses adult uses principal license fees.

- a. Nonrefundable investigation fee\$500.00
 - b. Annual license fee5,000.00
- (23) **Tattoo/body piercing establishment license fee.**
- a. **Nonrefundable investigation fee400.00**
 - b. **Annual license fee300.00**
- (24) *Outdoor sales of seasonal farm produce.*
- a. Permit fee(including extension)100.00
- (25) *Commercial lawn fertilizer applicator license.*
- a. \$100.00, which includes the use of one vehicle.
 - b. \$25.00 for each vehicle used in the application of fertilizer in the city in excess of first vehicle.
- (26) *Pawn brokers, precious metal dealer and second hand dealer license.*

(a) A nonrefundable application fee	\$500.00, except second hand dealers license exempt from subsection 8-33(o) license restrictions shall pay a \$200.00 nonrefundable application fee.
(b) A nonrefundable investigation fee (including manager investigation)	Actual cost of investigation not to exceed \$10,000.00. If investigation solely conducted in Minnesota, the investigation fee shall be \$500.00
(c) Annual license fee	\$2,500.00, except second hand dealers license exempt from subsection 8-33(o) license restrictions shall pay a \$300.00 annual license fee.
(d) Billable transaction fee:	
(1) Modem transaction	\$2.00
(2) Manual transaction	\$3.00

- (27) *Private alarm system registration fee.*
- a. Initial registration fee\$25.00
 - b. Annual renewal fee
(Not applicable to single residence alarm systems)25.00
- (28) *Therapeutic massage enterprise and therapist license fee.*
- a. Therapeutic massage enterprise.
 - 1. Nonrefundable investigation fee\$300.00
 - 2. Annual license fee200.00
 - b. Therapeutic massage therapist.
 - 1. Nonrefundable investigation fee\$300.00
 - 2. Annual license fee100.00

(Code 010166; Code 111467; Code 012368; Code 121869; Code 062471; Ord. No. 72-13; Ord. No. 73-2; Ord. No. 73-4; Ord. No. 73-18; Ord. No. 73-23; Ord. No. 74-16; Ord. No. 76-1; Ord. No. 78-24; Ord. No. 79-1; Ord. No. 79-2; Ord. No. 79-11; Ord. No. 79-14; Ord. No. 82-1; Ord. No. 82-9; Ord. No. 82-19; Ord. No. 83-10; Code 072684; Ord. No. 85-31; Ord. No. 88-4; Ord. No. 88-7; Ord. No. 88-9; Ord. No. 89-4; Ord. No. 92-07; Ord. No. 93-06; Ord. No. 95-3; Ord. No. 95-09; Ord. No. 95-13; Ord. No. 95-15; Ord. No. 96-3; Ord. No. 96-11; Ord. No. 97-2; Ord. No. 97-5; Ord. No. 97-24; Ord. No. 97-28; Ord. No. 98-20; Ord. No. 99-05; Ord. No. 99-07; Ord. No. 2000-01; Ord. No. 2000-07; Ord. No. 02-04, § 22, 3-11-2002; Ord. No. 03-16, § 4, 6-23-2003; Ord. No. 03-05, § 2, 9-8-2003; Ord. No. 04-08, § 6, 7-26-2004; Ord. No. 08-05, § 1, 5-27-2008; Ord. No. 09-15, §§ 3—6, 10-12-2009; Ord. No. 10-09, § 2, 7-26-10)