



COUNTY of VENTURA

Environmental Health Division

800 South Victoria Avenue, Ventura, CA 93009-1730
Phone 805-654-2813 • vcrma.org/divisions/environmental-health

Steps to Obtain a Mobile Body Art Facility Permit to Operate

All body art facilities operating in Ventura County, including mobile facilities, are required to possess a valid business license from the city where the facility is operating, a license from the [California Department of Housing and Community Development](#) (HDC) for the vehicle, [California Department of Motor Vehicles Occupational License](#) and a valid permit to operate with the Ventura County Environmental Health Division. All mobile body art facilities are required to comply with the structural and operation requirements set forth in the Safe Body Art Act. If a mobile body art facility has not been previously permitted as a mobile body art facility, they will be required to go through the plan check process.

DOCUMENTS REQUIRED WHEN PLANS ARE SUBMITTED

- Obtain a business license from each city where the mobile body art facility will be operating.
- Completed Plan Check application.
- Client consent forms, client medical history questionnaires and written aftercare instructions with required verbiage from Section 119303 of the Safe Body Art Act .
- Mobile body art facility site map and completed finish schedule.
- The mobile body art facility's proposed Infection Prevention Control Plan (IPCP).

PLAN CHECK PROCESS

- The plans will be reviewed within 4-6 weeks of the submission.
- The mobile body art facility owner will be contacted and advised of any deficiencies or requirements not met by the plans submitted.
- Once the plans meet the requirements of the Safe Body Art Act, they will be approved and returned to the mobile body art facility owner.
- Construct the mobile body art facility per the approved plans.
- The mobile body art facility must be inspected and issued a permit by HCD to ensure that the vehicle meets codes and standards for electrical, plumbing, fire and life safety systems and equipment. Upon issuance of the permit by HCD, the vehicle will receive an HCD Insignia. The HCD Insignia must be present to receive the final permit to operate. To apply for an inspection, you must complete and submit the [HCD 415](#) application with the inspection fee. For more information, go to [California Department of Housing and Community Development](#).

- The mobile body art facility must obtain the [California Department of Motor Vehicles Occupational License](#) (DMV). Provide a copy of the occupational license at the time of the final construction inspection. A permit to operate will not be issued without a current occupational license from the California DMV.
- Contact this Division to schedule a final plan check inspection to verify that the mobile body art facility has been built per approved plans and the required licenses and certifications have been received.
- Complete a [Ventura County Application for a Body Art Facility Health Permit](#) and submit a copy to this Division at the time of the final inspection.
- Provided the facility meets all requirements, the permit to operate will be issued at the time of the final inspection.

For additional information, please contact the Ventura County Environmental Health Division Body Art program leads:

Karen Farin
karen.farin@ventura.org
(805) 654-5007

Jeremiah Ramos
Jeremiah.ramos@ventura.org
(805) 477-4110

*****The information noted above is only for the plan check process of the mobile body art facility. Once the plan check process has been completed, the mobile body art facility will be eligible for the health permit to operate. Once the health permit application has been completed, the operator will receive an invoice for the mobile body art facility fee registration. This will be in addition to the plan check fee. Once the invoice has been paid, the permit to operate will be issued to the approved mobile body art facility. Refer to our Division website for the latest fees.**