

**Information to obtain a Certificate for
Tattoo and/or Body Piercing Artist and/or
Tattoo and/or Body Piercing Shop Owner**

On September 28, 1999, Albany County adopted Local Law No. 4 for 1999, which mandated the regulation of tattooing and body piercing within Albany County. The following information is required to obtain the Albany County Department of Health Certificate to Operate. For a copy of Local Law No. 4 for 1999 and the Rules and Regulations for Tattoo and Body see the Albany County Department of Health website

<https://www.albanycounty.com/home/showpublisheddocument/4740/636989716909830000>

1. Application form for a tattoo and/or body piercing **Shop Certificate** of sanitation. The fee for this certification is \$180.00 and is required to be renewed annually.
2. If this is a new shop we will also need to perform a plan review for the **Shop Certificate**. Submit the plans for the facility and an additional Plan Review Fee of \$180.00 is required. This is only submitted the first year unless structural changes are made to the shop.
3. Application form for an **Individual Tattoo and/or Body Piercing Certificate**. The fee for this certification is \$180.00 and is required to be renewed annually. Please notice that this application requires the submission of two (2) passport photographs and in order to be issued this certification, the applicant must also pass a written examination. An appointment to take the examination must be pre-arranged by contacting the Division of Environmental Health at the number listed on the bottom of this form. NO walk-in appointments will be made for the written test.

During an inspection of your Shop Albany County Department of Health will review the following items: Local Law No. 1 for 1999 prohibits the body piercing of minors, and related question and answer sheet.

1. Form A – Record of Individual Tattooing/Body Piercing Procedure.
2. Form B – Consent by Parent or Guardian to the Body Piercing of a Minor.
3. Form C – Consent to Tattooing/Body Piercing Procedure.
4. Form D – Tattoo/Body Piercing Information Sheet.
5. Form E – Guidelines for Tattoo After Care Instructions.
6. Form F – Guidelines for Piercing After Care Sheet.

To schedule a written test or for any questions please contact our office at:

DIVISION OF ENVIRONMENTAL HEALTH SERVICES:

PH (518) 447-4620

FAX (518) 447-4698