Local Government (Miscellaneous Provision) Act 1982

APPLICATION TO REGISTER PREMISES FOR SKIN PIERCING

(TATTOOING; COSMETIC PIERCING; ELECTROLYSIS; ACUPUNCTURE & SEMI-PERMANENT SKIN-COLOURING)

Liverpool City Council
Public Protection,
Cunard Buildings,
Water Street
Liverpool L3 1AH

Telephone Number: 0151 233 3055

Or visit our website: www.liverpool.gov.uk

Or email us at: environmental.health@liverpool.gov.uk

Opening Times

Monday to Friday 08:00 to 17:00

GUIDANCE TO REGISTER PREMISES

Any person carrying on the business of tattooing, electrolysis, acupuncture, ear piercing, body piercing or semi-permanent skin-colouring must be registered with the local authority. Any persons engaged in, or assisting with any such practice must also be registered with the local authority.
What is skin piercing and do I need to register?

Skin piercing is a general term that covers:

- Acupuncture
- Cosmetic piercing
- Electrolysis
- Tattooing
- Semi-permanent skin-colouring


It is an offence under the Act to undertake any of the skin piercing activities listed above if the premises and the person are not registered with the Local Authority.

Liverpool City Council has approved byelaws that set out the standards for the hygienic operation of skin piercing premises. Persons carrying out skin piercing must comply with these byelaws.


Section 15 of the Act sets out the requirements for any person/s carrying out the practice of tattooing, cosmetic piercing, electrolysis & semi-permanent skin-colouring to be registered.

Any such business can only be carried out in premises that are registered with the local authority.

If you are practising at a premises already registered by the local authority then you only need to register yourself as an operator (please complete the appropriate form).

Fees
The premises registration fee for any singular practice (Acupuncture, Tattooing, Cosmetic Piercing, Electrolysis or Semi Permanent Make Up) is £107.46. If two or more of the above practices are taking place then the fee will be £214.92. The fee you pay is to cover the administration cost associated with registration - we regret we cannot offer you a refund.

Please make any cheque payable to ‘Liverpool City Council’.

Application process
On application an applicant must include the full postal address of the registered premises. If they operate as a mobile practitioner this could be their home address or another premises where they keep and maintain any equipment they use. If no address is given, or if the address is not registered, the application may be rejected.
Before premises can be registered, an officer from the Public Protection Service of Liverpool City Council will inspect the premises to ensure that it complies with all relevant legislation, including health and safety, hygiene regulations and the byelaws.

If there are no issues, your registration will be issued. The registration certificate must be prominently displayed on your premises at all times.

**Exemptions**

Almost all practitioners of acupuncture, micropigmentation, electrolysis, acupuncture and cosmetic piercing and ear piercing must be registered with the local authority. The law also requires that almost all premises where these treatments are carried out must be registered with the local authority.

There are limited exemptions from the requirement to register where the treatment is carried out by or under the supervision of a registered medical practitioner or, in the case of acupuncture, by or under the supervision of registered medical doctor or a dentist.

For the avoidance of doubt, other registered health practitioners e.g. physiotherapists, nurses, osteopaths and chiropractors must register with Liverpool City Council before offering acupuncture, electrolysis, ear piercing, tattooing, micropigmentation and cosmetic piercing unless the work is supervised by a registered medical doctor or, in the case of acupuncture, by a registered medical doctor or dentist.

**Offences:**

**Failure to Register**

If is an offence under Section 16(1)(a) and (b) of the Act for any person who contravenes Sections 14(1) or (2) and Section 15(1) or (2), i.e. to conduct these activities without being registered by Liverpool City Council.

**Breach/contravening Byelaws**

It is also an offence under Section 16(2)(a) and (b) for any person who contravenes a byelaw under Sections 14 and 15. It is possible that the court, instead of or in addition to imposing a fine under this Section, may order the suspension or cancellation of his registration.

For the above two offences, persons shall be guilty and liable on summary conviction to fines not exceeding £1,000 for either offences.

**Failure to display registration**

It is also an offence under Section 16(9) for a registered person not to display the certificate of registration and the byelaws in a prominent position on the premises where the activities take place. Such person(s) shall be guilty of an offence and liable on summary conviction to a fine not exceeding £300.

Codes of practice and Liverpool City Council’s byelaws can be downloaded at our website [www.liverpool.gov.uk](http://www.liverpool.gov.uk)

Email: [environmental.health@liverpool.gov.uk](mailto:environmental.health@liverpool.gov.uk)
LIVERPOOL CITY COUNCIL  
Local Government (Miscellaneous Provisions) Act 1982  
Registration of Acupuncture, Tattooing, Cosmetic Piercing, Electrolysis & Semi-Permanent Skin-Colouring  
PREMISES REGISTRATION  

SECTION 1 – PREMISES DETAILS  

PART A - Name and Address of Premises to be Registered  

<table>
<thead>
<tr>
<th>Q1</th>
<th>Name of premises</th>
</tr>
</thead>
<tbody>
<tr>
<td>Q2</td>
<td>Full address of premises to be registered</td>
</tr>
<tr>
<td>Q3</td>
<td>Telephone number of premises</td>
</tr>
<tr>
<td>Q4</td>
<td>Email address</td>
</tr>
</tbody>
</table>

PART B – OWNER DETAILS  

<table>
<thead>
<tr>
<th>Q5</th>
<th>Business owner (sole trader, partnerships, Ltd Company etc)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Q6</td>
<td>Business registered address (where applicable)</td>
</tr>
<tr>
<td>Q7</td>
<td>Telephone Number</td>
</tr>
<tr>
<td>Q8</td>
<td>Email address</td>
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</table>

PART C - Activity  

<table>
<thead>
<tr>
<th>Q9</th>
<th>Please tick each activity to be carried out at the premises:</th>
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</thead>
<tbody>
<tr>
<td></td>
<td>Acupuncture</td>
</tr>
<tr>
<td></td>
<td>Cosmetic Piercing</td>
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<tr>
<td></td>
<td>Electrolysis</td>
</tr>
<tr>
<td></td>
<td>Tattooing</td>
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<td></td>
<td>Semi-Permanent Skin-Colouring</td>
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<tr>
<td>Q10</td>
<td>How will cleaning of premises and fittings be achieved?</td>
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<tr>
<td>Q11</td>
<td>Please list the equipment to be used on the premises.</td>
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</table>
| Q12 | **What means of sterilisation will be used?** (Does not apply to ear piercing)  
     | Attach a separate schedule if necessary               |
|     |                                                     |
I DECLARE:

- that I have read and understood the requirements of Registration;
- I enclose payment of £107.46 / £214.92 being the required registration fee;
- I understand that I must inform the Liverpool City Council of any changes;
- that I have read, understood and will comply with the skin piercing byelaws; and
- that the answers given are correct to the best of my knowledge and belief.

<table>
<thead>
<tr>
<th>Signed:</th>
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<tbody>
<tr>
<td>Print Name:</td>
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<tr>
<td>Position:</td>
<td></td>
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<tr>
<td>Dated:</td>
<td></td>
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</tbody>
</table>

Please forward this form with the required fee to:

Liverpool City Council
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Liverpool L3 1AH

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