

APPLICATION FORM FOR BEAUTY THERAPY, NAIL TECHNICIANS, TATTOOING AND SKIN PIERCING CERTIFICATE OF REGISTRATION

Wairarapa Consolidated Bylaw 2019: Part 12 -
Beauty Therapy, Tattooing and Skin Piercing
Health Act 1956, Local Government Act 2002

Masterton District Council
PO Box 444
Masterton 5840

Phone: 06 370 6300
mstn.govt.nz
health@mstn.govt.nz

1) APPLICANT DETAILS

- 1a) Applicant name
- 1b) Postal address
- 1c) Contact numbers Ph Mob
- 1d) Email
- 1e) Managers name

2) BUSINESS DETAILS

- 2a) Premises address
- 2b) Premises contact numbers Ph Mob
- 2c) Vehicle registration (if mobile premises)
Vehicle make and model (if mobile premises)
- 2d) Trading name
- 2e) Proposed opening/take-over date (day/month/year)

3) REGISTRATION DETAILS

- 3a) Type of licence New New operator of existing registered premises
- 3b) Type of premises Commercial Residential Mobile
- 3c) Type of operation Permanent Temporary Start Date / / End Date / /
- 3d) Principal business conducted Beauty therapy Tattooing Solarium operator
 Skin piercer Nail technician
 Other

Office Use: GL 1520717

3) REGISTRATION DETAILS (CONTINUED)

3e) Tick all procedures carried out on premises (or attach a full service menu for your premises):

- | | | |
|---|--|--|
| <input type="checkbox"/> Hairdressing | <input type="checkbox"/> Exfoliation | <input type="checkbox"/> Eyebrow & eyelash tinting |
| <input type="checkbox"/> Acupuncture | <input type="checkbox"/> Skin peel (glycolic) | <input type="checkbox"/> Eyebrow tattooing |
| <input type="checkbox"/> Ear piercing | <input type="checkbox"/> Botox/fillers | <input type="checkbox"/> Eyebrow shaping |
| <input type="checkbox"/> Face/body piercing | <input type="checkbox"/> Collagen replacement | <input type="checkbox"/> Eyelash perming |
| <input type="checkbox"/> Sun bed/solaria | <input type="checkbox"/> Laser procedure | <input type="checkbox"/> Eyelash extensions |
| <input type="checkbox"/> Sauna/spa pool/steam room/wet bed | <input type="checkbox"/> Red vein treatment (non laser) | <input type="checkbox"/> Manicure |
| <input type="checkbox"/> Temporary hair removal | <input type="checkbox"/> Spray tan | <input type="checkbox"/> Pedicure |
| <input type="checkbox"/> Tattooing/pigment implantation | <input type="checkbox"/> Waxing | <input type="checkbox"/> Nail augmentation |
| <input type="checkbox"/> Cultural tattooing
including Kaitaamoko/tatau/uhi | <input type="checkbox"/> Skin care treatment
(facial/make-up) | <input type="checkbox"/> Massage |
| <input type="checkbox"/> Electrolysis (Epilation/depilation/diathermy) | | |
| <input type="checkbox"/> Other | <input type="text"/> | |

4) PREMISES PLAN

Provide a scale floor plan (e.g. 1:50) of the proposed premises showing the layout, fittings and fixtures, detailing all floor, wall and ceiling surfaces and essential features

5) APPLICANTS DECLARATION

I understand that the council will send all invoices for registration fees and all correspondence related to the application to the certificate holder.

I confirm that I have read and understood that the information provided on this application form is true and correct.

Signature

Date

 / /

OFFICE USE ONLY

NSC No.

Approved

Date

 / /

Declined

Hold

Conditions to be imposed:

Yes (list on separate sheet)

No

Category classification

Beauty therapy

Tattooing

Skin Piercer

Solarium Operator

Nail Technician

Other

Registration fee

No charge

Sole business

Secondary business

EHO

Planning approval

Yes No

Building approval

Yes No

Premises inspection date

 / /

Inspected by

GUIDE TO APPLICATION FOR BEAUTY THERAPY, NAIL TECHNICIANS, TATTOOING AND SKIN PIERCING CERTIFICATE OF REGISTRATION

Wairarapa Consolidated Bylaw 2019: Part 12 – Beauty Therapy, Tattooing and Skin Piercing Health Act 1956, Local Government Act 2002

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Explanations in this guide are intended to assist you to complete the Beauty Therapists, Nail Technicians, Tattooists and Skin Piercers Certificate of Registration Form. The numbers on the form relate to the explanatory notes in this guide.

BACKGROUND

The Wairarapa Consolidated Bylaws 2019: Part 12 Beauty Therapy, Tattooing and Skin Piercing requires owners or operators of all such premises (including mobile or temporary premises) to apply for a certificate of registration if they intend to use a premises for the purposes of a prescribed process. The purpose of the bylaw is to protect, promote and maintain public health and safety where a risk of transferring communicable diseases may exist. In order to obtain a certificate of registration the premises must comply with the standards and requirements set down in the bylaw and all other relevant legislation or standards.

Renewal and registration fees

Registrations are renewed annually. Application fees are payable upon renewal. Fees are reviewed annually in the Annual Plan for each council.

1) APPLICANT DETAILS

- 1a) **Applicant Name** - The person or company applying for the registration
- 1b) **Postal address** - Address for all correspondence to you from the Council

2) BUSINESS DETAILS

- 2a) **Premises address** - Write the full physical address of the premises which the application relates to. Specify the unit number and street name.
- 2b) **Premises contact number** - Provide the contact number of the premises.
- 2c) **Vehicle details** - For mobile premises, provide the make and model of vehicle and registration number.
- 2d) **Trading name** - New/current trading name provide the trading name that you currently or intend to use for the premises. Previous trading name provide the previous trading name of the premises if any.
- 2e) **Take-over date** - State the date you intend to open/take-over the business.

3) REGISTRATION DETAILS

- 3a) **Type of licence** - Tick the type of licence the business will be applying for.

New means the premises are not currently registered for beauty therapy, tattooing, solarium or skin piercing.

New operator of existing premises means a registration already exists for these premises, and a new operator intends to take over the business.

Renewal means you are applying for renewal of your existing registration. Amend any details that need updating.

- 3b) **Type of premises** - Tick the type of premises where the business will be operating from:

Commercial means from a commercial premises, industrial premises or community building;

Residential means from a private dwelling;

Mobile means where procedures are carried out at a client's premises or on a mobile basis.

3) REGISTRATION DETAILS (CONTINUED)

3c) **Type of operation** - Tick the option that best describes the frequency the operation is carried out in the premises.

Permanent means the procedures may be carried out all year round in the premises.

Temporary means the procedures are carried out in the premises on a temporary basis. You need to provide the start date and end date of the operation.

3d) **Principal business conducted** - Tick the principal activity of your business. Where the options do not include your principal business, please supply the nature of your principal business activity.

Beauty therapy means any prescribed procedure intended to improve, alter or cleanse a person's hair, skin or complexion, including waxing, hair removal, tinting, electrolysis, facials, body therapy and massage, laser procedures, glycolic peels, extractions, manicure or pedicure procedures, nail augmentation, commercial sun beds, saunas, spas or steam rooms or red vein treatment.

Tattooing means the practice of making indelible (permanent) marks in human skin or tissue by inserting pigments or dyes into punctures made in the skin or tissues. Tattooing shall also include the process known as pigment implantation.

Solarium Operator means providing UV tanning beds or both for cosmetic purposes.

Skin piercing involves the piercing, cutting or puncturing of the skin or any other part of the human body, for the purpose of jewellery, tattooing, acupuncture, epilation (including electrolysis and waxing), red vein cauterisation, pedicure and manicure.

Nail Technician means practice of nail augmentation, manicure or pedicure.

3e) **Procedures performed** - Tick all procedures carried out in your business.

Exfoliation means treatment that removes dead skin cells from the outer layer of the epidermis (skin).

Eyebrow and eyelash tinting means the tinting of eyebrows or eyelashes to provide additional colour to brows/lashes.

Acupuncture means the practice involving the insertion of needles through the skin and tissue for the purposes of alleviating ailments or injuries.

Skin peel (glycolic) is the application of alpha hydroxy acids, including glycolic acid, to the skin of the face causing dead skin to peel off.

Botox means treatment using a wrinkle-smoothing product made from Botulin Toxin A. A highly diluted form of the toxin taken from the bacteria that causes Botulism is injected into specific areas of the face or body.

Eyebrow shaping may involve the waxing or plucking and tidying-up of eyebrows.

Collagen replacement means a treatment where Collagen, a natural protein, is injected into the face to aim to smooth out facial lines, plump up lips and generally improve the appearance of the skin.

Eyelash perming means the permanent curling of eyelashes.

Eyelash extensions means extension of eyelashes by individually applied synthetic lashes.

Manicure involves the shaping of a client's nails, tidying the nail cuticles, moisturising the hands and nails, massaging the hands and arms and buffing the nails or applying nail enamel.

Red vein treatment means a specialised form of electrolysis that helps to remove unsightly red veins that may be present on the face or body, and can include removal of skin tags (acrochordon).

Pedicure means the treatment or beautification of feet by the puncturing or removal of layers of skin or tissue. The soaking of feet in tepid water, clipping and/or filing of the toe nails and/or the removing of hard skin on the balls of the feet or heels.

Temporary hair removal either by wax (hot or cold) or a process known as sugaring (pliable sugar paste).

Nail augmentation means the process of applying artificial nail extensions. These may be made from acrylic, gel, silk or fibreglass.

Massage is the manipulation of superficial and deeper layers of muscle and connective tissue to enhance their function and promote relaxation and well-being.

Cultural tattooing means Kaitaamoko, tatau, uhi or other traditional significant tattooing practice.

Skin care treatment includes manual facial treatment which involves the use of cleansing, toning and moisturising preparations followed by soothing facial massage.

Epilation or depilation means the practice involving the penetration of the skin for the purpose of removing hair and includes the process commonly known as electrolysis.

Electrolysis or short-wave diathermy means the use of negatively charged electrical current to destroy hair.

Chemical hair removal means removal of body or facial hair by use of a gel, lotion, powder or spray.