



Applying for a Tattoo Permit and Preparing for Your Inspection

Important Information for New Tattoo Businesses

If you're opening a new tattoo shop, you must first get approval from your city's planning and zoning department. You must submit that approval to our office before we can set up your inspection. If you make changes to the building, like fixing the walls, wiring, or plumbing, the city might also ask you to submit building plans.

You **do not** need this approval if:

- You are renewing a current permit, or
- You are a tattoo artist working in a shop that is already approved.

How to Apply for a Tattoo Permit

You must apply online and provide payment **at least 30 days** before you plan to start tattooing.

Steps to Apply:

1. Go to the [New Guest Application](https://portal.cdpehs.com/PublicPortal/GuestApplication) page (<https://portal.cdpehs.com/PublicPortal/GuestApplication>) on the CDP Public Portal.
2. Select the following:
 - **State:** North Carolina
 - **Health Department:** Wake
 - **Application Type:** Tattoo Permit
 - Then click **Create**
3. Fill out the entire online application.
 - You can upload any documents you want to include. This might include your procedures, client consent forms, city approvals, etc.
 - You will also sign the form online.

4. After filling out your application, you will be able to pay your fee online.
 - **Fees:**
 - \$300 for a yearly permit
 - \$150 for a temporary permit (for events or visiting artists, max 14 days)
 - If you are unable to pay online, select **Pay in Person** to see additional payment options.
5. When you finish your online application, a copy will be emailed to you.
6. After we process your application, our Tattoo Program Coordinator will assign you an inspector. The inspector will call you to set up your inspection.

How to Pay in Person or by Mail

You can pay in person at:

Wake County Office Building
6th Floor
336 Fayetteville Street
Raleigh, NC
(*Bring a photo ID to enter the building*)

We accept:

- Cash
- Check
- Credit Card
- Cashier's Check
- Money Order

Make checks and money orders out to: **Wake County**

You can also mail payments to:

Wake County
Attn: Environmental Health & Safety
PO Box 550
Raleigh, NC 27602

Preparing for Your Inspection

The list below shows supplies that most tattoo shops are expected to have. These items may be checked during your inspection. It is not a full list. Items in italics may not be needed for permanent makeup or microblading.

List of supplies

- Customer consent forms (name, address, phone number, date of birth, signature should be included)
- Gloves
- Apron, lab coat or lap cloth
- Inks/pigments
- Tattoo machine(s)
- Individually packaged sterile needles
- Individually packaged sterile stainless tubes or disposable tubes
- Ink caps
- Biohazard/Sharps container
- Nail Brush and file
- 70% Isopropyl Alcohol
- Makeup remover wipes (if tattooing eyes)
- Approved hospital grade disinfectant (listed below)
- *Clip cord covers*
- *Biofilm*
- *Rubber bands*
- *Grommets*
- *Green soap*
- *Petroleum jelly*
- *Autoclave (if not using all disposable equipment)*
- *Negative autoclave test result*
- *Sterile bandages*
- *Medical bandage tape*

Known EPA Registered Hospital Grade Disinfectants

EPA Reg #	Product Name
46781-12	CAVICIDE 1 METREX RESEARCH
46781-13	CAVIWIPES 1 METREX RESEARCH
46781-6	CAVICIDE METREX RESEARCH
46781-8	CAVIWIPES METREX RESEARCH
10492-4	DISCIDE ULTRA DISINFECTING TOWELETTES PALMERO HEALTH CARE
10492-5	DISCIDE ULTRA DISINFECTING SPRAY PALMERO HEALTH CARE
1677-233	MULTI-PURPOSE DISINFECTANT CLEANER ECOLAB, INC.
34810-35	CLEANCIDE WEXFORD LABS, INC.
34810-36	CLEAN-CIDE WIPES WEXFORD LABS, INC.

37549-1	MICRO-KILL BLEACH GERMICIDAL BLEACH WIPES MEDLINE INDUSTRIES INC
56392-4	CITREX HOSPITAL SPRAY DISINFECTANT CLOROX PROFESSIONAL PRODUCTS
56392-7	DISPATCH HOSPITAL CLEANER DISINFECTANT WITH BLEACH CLOROX PROFESSIONAL PRODUCTS COMPANY
56392-8	DISPATCH HOSPITAL CLEANER DISINFECTANT TOWELS WITH BLEACH CLOROX PROFESSIONAL PRODUCTS COMPANY
5736-104	HOSPITAL DISINFECTANT CLEANER
70385-6	MICROBAN QGC
70144-1	OPTI-CIDE 3 MICRO-SCIENTIFIC, LLC
70144-2	OPTI-CIDE-3 WIPES MICRO-SCIENTIFIC, LLC
70627-60	OXIVIR WIPES DIVERSEY, INC.
9480-4	SANI-CLOTH GERMICIDAL WIPES PROFESSIONAL DISPOSABLES INTERNATIONAL, INC.
9480-5	SANI-CLOTH GERMICIDAL DISPOSABLE CLOTH PROFESSIONAL DISPOSABLES INTERNATIONAL, INC.
9480-6	SANI-CLOTH PLUS GERMICIDAL DISPOSABLE CLOTH PROFESSIONAL DISPOSABLES INTERNATIONAL, INC.
9480-8	PDI SANI-CLOTH BLEACH WIPES PROFESSIONAL DISPOSABLES INTERNATIONAL, INC.
60142-3	VIRAHOL HOSPITAL SURFACE DISINFECTANT TOWELETTE
70627-24	VIREX II/256 DIVERSEY, INC

Additional Requirements

These are common questions and issues we see during tattoo shop inspections. Please check the [NC Tattoo Rules and Regulations](#) before your inspection.

- The tattoo room must have washable floors and furniture. Carpet and fabric furniture you can't wipe clean are not allowed.
- You must have a hand sink in the tattoo room for the artist. Bathroom sinks don't count. The sink must be connected to plumbing. No portable sinks allowed.
- All tattoo machines and supplies must be on-site during the inspection.
- If you use an autoclave, you must have a negative spore test result before opening. You must also test it every month after that.
- The artist must be able to explain their process and know the NC tattoo rules.
- Bring a copy of your customer consent form to the inspection.
- If equipment is missing, or the artist can't show they know the rules, your permit may be delayed.