

**CIVIC GOVERNMENT (SCOTLAND) ACT, 1982
APPLICATION FOR THE GRANT OR RENEWAL OF A LICENCE TO CARRY OUT THE PROCEDURES
OF SKIN PIERCING/TATTOOING**

Each question must be answered

Full Name (Block Letters)	
Home Address	
Business Address (If Appropriate)	
Telephone Number	
Full name and address of employee who will be responsible for day-to-day management of the business Age Date of Birth Place of Birth	
If you intend to carry on the activity wholly or mainly from premises state the address of the premises if different from above	
If owner/tenant of premises from which the business is conducted but not intending to carry out the procedures personally please specify: - Full Name of Person who will carry out procedures Address Date of Birth Business Hours Telephone Number of Agent	
Nature of Procedures to be carried out:- Acupuncture Cosmetic Body Piercing Electrolysis Tattooing	Yes/No Yes/No Yes/No Yes/No

Have you ever been convicted of **ANY CRIME OR OFFENCE** .

If so, subject to the provisions of the Rehabilitation of Offenders Act, 1974 give particulars below.

<u>Date</u>	<u>Court</u>	<u>Offence</u>	<u>Sentence</u>

N.B. ALL CRIMES AND OFFENCES MUST BE DECLARED

Have you previous held or do you currently hold a licence for Skin Piercing/ Tattooing? If Yes, when was the licence granted? When did/does it expire? Which authority granted the licence?	
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Any person who in this application makes any statement which he/she knows to be false or recklessly makes any statement which is false in a material particular shall be guilty of an offence and liable on summary conviction to a fine not exceeding Level 4 on the standard scale.

Date _____ Signature of Applicant _____

PAYING YOUR LICENCE

Please note we can no longer accept cash or cheques.

A fee of £377.50 is payable for the carrying on of a business which provides skin piercing or tattooing and the activity is to be carried out wholly or mainly in premises.

A fee of £268.70 is payable for the carrying on of a business the activity of which is not to be carried out wholly or mainly in premises

The application must be lodged with Environmental Health & Trading Standards, 5-9 River Terrace, Ayr, KA8 0BJ via post or by emailing your completed application to environmental.health@south-ayrshire.gov.uk

Debit/Credit Card payments can be made by calling 0300 123 0900 and asking for Environmental Health. Office hours are Monday – Thursday 9am til 4.45pm and Friday 9am til 4pm.

Applications will not be processed until Environmental Health are in receipt of the fee.

APPLICATION FEE IS NON REFUNDABLE ONCE THE APPLICATION IS PROCESSED.

SOUTH AYRSHIRE COUNCIL
Civic Government (Scotland) Act, 1982

Licence to Carry Out the Procedure of Skin Piercing/Tattooing

NOTICE IS HEREBY GIVEN that application has been made on.....
to South Ayrshire Council for a Licence to carry out the procedure of skin piercing/tattooing.

The Licence is in respect of premises at.....

.....

by Name:-.....

Address/Registered Office.....

.....

Directors names and addresses.....

.....

.....

Day to Day Manager:-.....

Address.....

Any objections and representations in relation to the application may be made to the Council per the Licensing Section, County Buildings, Wellington Square, Ayr, KA7 1DR generally within 21 days of the above mentioned date. Objections and representations should be made in accordance with the following provisions, namely:-

(1) Any objection or representation relating to an application for the grant or renewal of a Licence shall be entertained by the Licensing Authority if, but only if, the objection or representation:-

- (a) is in writing;
- (b) specifies the grounds of the objection or, as the case may be, the nature of the representation;
- (c) specifies the name and address of the person making it;
- (d) is signed by him/her on his/her behalf;
- (e) was made to them within 21 days of whichever is the later or, as the case may be, latest of the following dates:-

- (i) where public notice of the application was given in a newspaper, the date when it was first so given.
- (ii) where South Ayrshire Council have required the applicant to display the Notice again from a specified date, that date;
- (iii) in any other case, the date when the application was made to them.

- (2) Notwithstanding (1)(e) above, it shall be competent for a licensing authority to entertain an objection or representation received by them before they take a final decision upon the application to which it relates if they are satisfied that there is sufficient reason why it was not made in the time required.
- (3) An objection or representation shall be made for the purposes of (1) above if it is delivered by hand within the time there specified to the licensing authority or posted (by registered or recorded delivery post) so that in that normal course of post, it might be expected to be delivered to them within that time.

This notice should be displayed on the premises for the period of 21 days, the first day being the date when the application is received by the licensing section.

SOUTH AYRSHIRE COUNCIL
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CERTIFICATE OF COMPLIANCE

I/We.....

Applicant for a Licence to carry out the procedure of Skin Piercing/Tattooing hereby certify that a Notice has been posted at or near the premises at:-

.....

from.....to.....

containing such information as is required by paragraph 2(3) of Schedule I of the above Act.

*Where the said notice was removed, obscured or defaced during the above-mentioned period, I/We took reasonable steps for its protection and replacement as follows (give details and circumstances):-

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.....

.....

Date.....

Signature.....

*Delete if not applicable

This certificate should be returned to the licensing office after the Notice has been displayed for the required 21 days