



Application Form
Tattoo and Body Art Studio Registration
 Chapter 5.10, El Paso City Code

Applicants are required supply requested information and provide copies of requested documents. Incomplete applications will be returned without further review, until the deficiency has been corrected.

Please be advised that a Studio Registration may be suspended or revoked if the registrant has supplied false or misleading information on an application for registration, as provided by Section 5.10.150 of the El Paso City Code.

I. Studio and Owner Information			
A. Studio Owner Name (Last, First)		E. Studio Name	
B. Studio Owner Mailing Address		F. Studio Physical Address	
C. Studio Owner Phone Number (with area code)		G. Studio Phone Number (with area code)	
D. Studio e-mail Address (required)			

II. Registration Information (complete either section A or section B)		
A. Initial Registration (check only one)	<input type="checkbox"/> New Studio <input type="checkbox"/> New Owner of Existing Studio <input type="checkbox"/> Existing, Unregistered Studio <input type="checkbox"/> Previously Revoked Registration (Registration No.: _____)	
B. Registration Renewal (including re-instatement of suspended registration)	Studio Registration Number	
	DSHS Studio License Expiration Date	
	Studio Registration Expiration Date	

III. Additional Information

Copies of the following documents must be included with this application:

- A. City of El Paso Certificate of Occupancy for Studio
- B. Texas DSHS Studio License

IV. Studio Owner Signature

By affixing my signature to this application, I acknowledge that my Studio Registration may be suspended or revoked for supplying false or misleading information on this application, or for any of the provisions of section 5.10.150 of the El Paso City Code.

A. Studio Owner Signature	
B. Date Signed	

Please return completed form, along with copies of requested documents and application fee to:

City Development Department
 One Stop Shop
 811 Texas Ave.
 El Paso, TX 79901
 (915) 212-0104

Hours of Operation: Mon. – Thurs. 7 AM – 6 PM; Fri. 8 AM – 12 PM

References		
A. Allowed Zoning for Studios	Allowed without review	<ul style="list-style-type: none"> • C-OP • C1-C5 • M1-M3
	Allowed with detailed, approved site plan	<ul style="list-style-type: none"> • S-D • U-P • P-C
	Allowed with master zoning plan	<ul style="list-style-type: none"> • R-MU • I-MU
	Allowed with review	<ul style="list-style-type: none"> • Smart Code Zoning
B. Allowed Occupancy Type for Studios	Business, Group “B”	

C. Fees	Full two-year registration	\$390.00
	Less than two-year registration (to coincide with expiration date of DSHS Studio License)	\$16.25 per month