

How to Get a License or Relocate

- 1. Certification Measurement.** The first step involves a certification measurement because tattoo facilities are required by state law to be more than 1,000 feet of churches, schools, and playgrounds. Complete and submit Part A only of the [application](#) to TF@dhec.sc.gov. DHEC staff will then email the link for online payment of the \$50 measurement fee. DHEC staff will visit the proposed location to conduct the measurement.
- 2. Application.** Complete and submit Parts B through E of the application, as applicable, and all required documentation to TF@dhec.sc.gov. DHEC staff will then email the link for online payment of the license and initial inspection fees. The license fee is \$400 for facilities with 8 or fewer workstations plus an additional \$50 fee for each additional workstation beyond 8. The initial inspection fee is \$350.

NOTE: A person who intends to apply for a license is required by state law to advertise at least once a week for three consecutive weeks as specified in [S.C. Code Section 44-34-110\(C\)](#). Applicants are required to submit a copy of the required advertisement with their application in this step.

- 3. Application Review.** DHEC staff will review the application and all required documentation that was submitted by the applicant in the previous step, and work with the applicant until the application is deemed complete and all required documentation has been submitted and processed.
- 4. Initial Inspection.** DHEC staff will contact the applicant to schedule the onsite initial inspection, which will include determining if the physical facility, staff training and health statuses, facility policies and procedures, etc. meet the minimum requirements of [Regulation 61-111](#).
- 5. Permission to Operate.** If there are no citations or concerns during the initial inspection, the facility will be given permission to operate. If there are citations or concerns during the initial inspection, the facility will be required to submit an acceptable plan of correction prior to receiving permission to operate. DHEC will mail the official license using the contact information provided on the application.