

LOCAL GOVERNMENT (MISCELLANEOUS PROVISIONS) ACT 1982. PART VIII
Application for Registration of a Premises: Acupuncture, Tattooing, Ear Piercing etc.

Part 1 – Applicant Details

1. Title: Mr <input type="checkbox"/> Mrs <input type="checkbox"/> Miss <input type="checkbox"/> Ms <input type="checkbox"/> Dr <input type="checkbox"/> Other (please specify)		
Surname:		
Other name(s):		
2. Home Address:		
Postcode:		
3. Telephone:	Daytime:	
	Mobile:	
	Evening:	
4. Email Address:		
<i>[please give as many contact details as possible in case we need to contact you]</i>		

I **HEREBY MAKE APPLICATION** in pursuance of the provisions of Part VIII of the Local Government (Miscellaneous Provisions Act 1982, for **REGISTRATION AS A PREMISES** to carry out. (Please tick as appropriate)

The practice of acupuncture	The business of semi- permanent skin colouring
The business of tattooing	The business of cosmetic piercing
The business of ear piercing	The business of electrolysis

Part 2 – Details of the premises required to be registered, and the business name

5. Business Name:	
Postal Address of Premises:	
Postcode:	
Telephone Number:	
Email Address:	
Contact Name (Owner or Manager):	

Part 3 – Description of Premises

6. Please provide a brief description of the premises to be registered, and the number of rooms to be registered (attach a separate sheet if needed):

Services Provided:

Animal Health
Building Control
Contaminated Land
Dog Warden
Food Safety

Gambling Licensing
Health and Safety
Liquor Licensing
Parking Services
Pollution Control

Private Sector Housing
Resilience Planning
Street Scene Enforcement
Taxis and Street Trading
Trading Standards

Part 4 – Please provide details of the arrangements for securing

7. The personal cleanliness of the operator:
8. Cleanliness of the premises:
9. Cleaning and sterilization of instruments:
10. Outline how you propose to hygienically administer the treatment:

Part 5 – Legal Matters

11. All operators are registered with the City of Newcastle upon Tyne: Yes/No (Please delete as appropriate)
12. Has the applicant been convicted within the past five years of carrying on the practice or business, which is subject of your application, without being registered by a Local Authority under this Act? Yes/No (Please delete as appropriate)
13. Has the applicant had a registration under this Act suspended or cancelled by an order of the Court? Yes/No (Please delete as appropriate)

Part 6 – Declaration and Checklist (please tick)

I DO HEREBY CERTIFY that to the best of my knowledge and belief, the above particulars are true.	<input type="checkbox"/>
• I enclose the appropriate fee (cheques should be made payable to Newcastle City Council).	<input type="checkbox"/>

Part 7 – Signature(s)

8. Signature of applicant or applicant's solicitor or other duly authorised agent. If signing on behalf of the applicant, please state in what capacity:

Signature:	
Print Name:	
Capacity:	
Date:	

I AM AWARE OF THE PROVISIONS OF PART VIII OF THE LOCAL GOVERNMENT (MISCELLANEOUS PROVISIONS) ACT 1982, AND I APPLY FOR REGISTRATION OF THE AFOREMENTIONED PREMISES,

I CERTIFY that to the best of my knowledge and belief, the above particulars are true.

DATE..... **SIGNED**.....

THIS APPLICATION MUST BE ACCOMPANIED BY THE REQUISITE FEE.

New Registration/Re-Registration: £

Return completed form to:

Health and Safety

Directorate of Operations and Regulatory Services

City of Newcastle upon Tyne

Floor 7 Civic Centre

Newcastle upon Tyne

NE1 8QH

Telephone: (0191) 2116102

DATA PROTECTION

Personal information provided in an application form and during the period of any subsequent Licence is normally held for a period of five years from the expiry of the last consecutive Licence held. It will be used primarily for the purpose of the licensing function concerned although it may also be used for data matching purposes across various licensing functions.

Personal information held for licensing purposes will be held and used in accordance with the requirements of the Data Protection Act 2018. To assist the Council in the prevention and detection of fraud so that it can protect the public funds it administers the Council may use information provided for licensing purposes within this Authority for data matching purposes. It may also data match information provided for licensing purposes with other public bodies that regulate, administer or are in receipt of public funds for the purposes of the prevention and detection of fraud. If you do have any queries regarding any Data Protection, please contact the responsible officer.

FREEDOM OF INFORMATION

Information held by the Council may need to be disclosed in response to a request for it within the terms of the Freedom of the Information Act 2000. This information excludes that which is in any other way already in the public domain.

FOR OFFICIAL USE ONLY Date of Inspection

Recommendation

Date reported to Director of Operations and Regulatory Services.....

Decision.....

Entered on Schedule: – Date

Cost Code: 1D501 Sub Code R476

NOTES

1. One application form must be completed by each individual premises conducting the practice of acupuncture or the business of tattooing, ear piercing, cosmetic piercing, semi-permanent skin colouring or electrolysis.

2. The completed form, together with the registration fee and **passport photograph** should be sent to:

Health and Safety team
Directorate of Operations and Regulatory Services
City of Newcastle upon Tyne
Floor 7 Civic Centre
Newcastle upon Tyne
NE1 8QH

Phone (0191) 2116102. Email: psr@newcastle.gov.uk

Alternatively you can apply on line on the Newcastle City Council web pages (www.newcastle.gov.uk) following the link on the Acupuncture, electrolysis, tattooing, semi-permanent, skin colouring and cosmetic /ear piercing home page.

3. Registrations remain valid as long the premises is used for the practice of acupuncture, tattooing, ear piercing, cosmetic piercing, semi-permanent skin colouring or electrolysis, however once registered you must inform us of any changes to the details provided.

4. The registration is valid only within the area where Newcastle City Council is the local authority.

5. Further information is available from the Commercial Team who can be contacted on 0191 2116102. Email: psr@newcastle.gov.uk

Registration Fees

Registration of premises to carry out the practice of acupuncture, tattooing, ear piercing, cosmetic piercing, semi-permanent skin colouring or electrolysis	£174
Registration of a person (Operator) to carry out the practice of acupuncture, tattooing, ear piercing, cosmetic piercing, semi-permanent skin colouring or electrolysis	£72
Amendment to an existing registration	£20
Issue of a replacement certificate	£20