



# New Tattoo Establishment & Tattoo Establishment Change of Location Floor Plan Guidelines

New tattoo establishment and tattoo establishment change of location applicants are required to submit a floor plan with their application. **IAC 641-22.9(2)**.

This checklist is to help ensure the submitted tattoo establishment floor plans will contain all necessary information that will help mitigate delays in the Department's review process.

- 1.** An official floor plan copy should be obtained from the building owner so that it can be labeled.

If you are unable to obtain an engineered floor plan to label, you may create a floor plan of your own using the following guidelines:

- a) The floor plan is drawn to scale on graph paper OR
- b) The floor plan is created in a floor plan design software/app and exported with a commonly used file extension (pdf, jpg, or png).

- 2.** The floor plan's tattoo areas should be highlighted.

"Tattoo areas" are rooms that will be used by the tattoo artist or client during the tattooing process (waiting room, tattoo room, drawing room, restrooms, hallways, etc.).

- 3.** The tattoo areas should have the total square footage of each room clearly labeled.

- 4.** The following items should be clearly labeled on the floor plan:

- Entrances
- Exits
- Restrooms
- Tattoo rooms
- Tattoo room hand washing sinks
- Non-tattoo areas
- Hallways (if applicable)
- Drawing rooms (if applicable)
- Waiting areas (if applicable)
- Other tattoo areas (if applicable)

## Please note:

- A minimum of 300 square feet total is required for the tattoo areas. **IAC 641-22.4(4)**
- A plumbed-in, mixing-type hand-washing sink must be located in each tattoo room and designated for hand washing during the tattoo process. **IAC 641-22.4(2)**
- No alcoholic beverages can be permitted on the premises of the building. **IAC 641-22.4(9)d**.

# Tattoo Establishment Floor Plan Examples



