MASSAGE PRACTITIONER AND ESTABLISHMENT PERMIT INSTRUCTIONS

MASSAGE PRACTITIONER

1. The City of Sacramento issues a Massage Practitioner Permit to people wishing to practice massage or body work.

2. Fee for a Massage Practitioner Permit
   a. New $200, Renewal $175
      i. A new applicant who is not certified by the California Massage Therapy Council must also submit to a Live Scan service and authorize access to information to the City of Sacramento. Forms and instructions are located on website at www.cityofsacramento.org/Business-Permits
   b. Persons certified by the California Massage Therapy Council $0 (whether new or renewal)

3. Massage Practitioner Permits are issued for two years. The next expiration date is February 28, 2024.
   a. Renewal applications must be submitted 30 days prior to permit expiration.

4. Massage practitioner applicants must provide:
   a. A completed Special Business Permit Application (MASS_IND_EST)
   b. Property Owner Acknowledgment form (PO1) for each commercial location in which they will be providing services
   c. A valid California driver’s license or identification card (new only)
   d. Two passport-sized photos (more photos may be requested, if needed)
   e. Proof of Insurance
      i. General liability insurance coverage in the minimum amount of one million dollars per occurrence.
   f. Proof of education
      i. New applicants must have at least 250 hours of massage education from a recognized school of massage
ii. All applicants must have 12 hours continued education in the last 12 months
g. Applicants operating as independent contractors (e.g., not an employee) must have a valid Sacramento Business Operations Tax Certificate, which can be obtained online at: cityofsacramento.org/BOT

**MASSAGE ESTABLISHMENT**

1. If you operate a business and more than 10% of your business revenue is earned for massage services, you must obtain a Massage Establishment Permit.

2. The fees for a Massage Establishment Permit are:
   - $150  Massage Establishment - Outcall Only
   - $200  Massage Establishment - One Massage Therapist
   - $375  Massage Establishment - Two Massage Therapists
   - $550  Massage Establishment - Three Massage Therapists
   - $700  Massage Establishment - Four Massage Therapists
   - Massage Establishment - Excess of Four Massage Therapists
     $700 + $175 for the fifth and each subsequent massage service provider

3. A **new** massage establishment applicant who does not hold a massage practitioner permit must submit to a Live Scan service and authorize access to information to the City of Sacramento. Forms and instructions are located on website at www.cityofsacramento.org/Business-Permits.

4. Massage Establishment Permits are issued for two years and all expire at the same time. The next expiration date is February 28, 2024.
   a. A renewal application is due 30 days prior to the date of expiration

5. Applicants must provide:
   a. A completed Massage Establishment Permit Application (MASS_IND_EST)
   b. Proof of ownership or leasing rights to the business location property address
i. If the applicant is not the owner of the property, a Property Owner Acknowledgement Form (PO1) must be submitted with an application.

c. Proof of insurance
   i. General liability insurance coverage in the minimum amount of one million dollars ($1,000,000.00) per occurrence, and the policy must be endorsed to include all of the massage practitioner permit holders who operate in the establishment

d. Personal Disclosure Forms of all business owners

e. All businesses operating within the City of Sacramento must have a valid Business Operations Tax Certificate with the City, which can be obtained here: http://www.cityofsacramento.org/BOT