KIAMA MUNICIPAL COUNCIL
your council, your community

HAIRDRESSING, BEAUTY & SKIN PENETRATION PREMISES REGISTRATION

- Use this form if you are the proprietor of a hairdressing salon, beauty salon or business that performs the following skin penetration procedures: acupuncture, tattooing, ear piercing, hair removal, body piercing, hair removal using wax or electrolysis, cosmetic enhancement and semi-permanent make-up, microdermabrasion, derma-rolling and any beauty treatment which involves the deliberate penetration or removal of the skin. If you are unsure check the *Public Health Act 2010*.

PART 1 - APPLICANT DETAILS	
Name:	
Residential address:	
Postal address:	
Contact phone number(s):	
Email:	

PART 2 – PREMISES DETAILS	
Street address:	
Lot & DP No (if known):	
Do you own this property?	☐ Yes ☐ No (please provide owner details at Part 4)

PART 3 – BUSINESS DETAILS	
Business/Company name:	
Trading name:	
Business/Company address:	
Business phone:	
ABN (if applicable):	

PART 4 – PROPERTY OWNER DETAILS **If the applicant is not the owner of the property please complete this section.**	
Owner's name/Body Corporate/ Company/Managing Agent:	
Address:	
Contact phone number(s):	

All correspondence Chief Executive Officer PO Box 75 Kiama NSW 2533 11 Manning Street Kiama NSW 2533
Contacts **P** (02) 4232 0444 **E** council@kiama.nsw.gov.au **W** www.kiama.nsw.gov.au **ABN** 22 379 679 108

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PART 5 - PROPOSED SERVICES
(*denotes the procedure does not involve skin penetration)

- ☐ Hairdressing*
- ☐ Beauty therapy*
- ☐ Nail technician **excluding** cuticle cutting*
- ☐ Nail technician **including** cuticle cutting
- ☐ Microdermabrasion
- ☐ Other (please specify):
- ☐ Waxing
- ☐ Acupuncture
- ☐ Tattooing
- ☐ Colonic irrigation
- ☐ Electrolysis
- ☐ Derma-roller
- ☐ Ear piercing
- ☐ Body piercing
- ☐ Cosmetic enhancement
- ☐ Semi-permanent make-up

NOTE: Kiama Council will not approve mobile skin penetration businesses unless the skin penetration procedure occurs in an approved van.

If you are conducting any of the above procedures that involves skin penetration, do you have a Development Consent from Kiama Municipal Council: ☐ Yes ☐ No

Development Consent details (i.e. reference numbers): _____

PART 6 – LODGEMENT DETAILS

You can lodge the completed application by mail, email council@kiama.nsw.gov.au or in person at Council's Administration Building. There is a fee of $36.00 to lodge this application.

What now?
After your application has been registered, Council's Environmental Health Officer will contact you within 5 working days to arrange an appointment to carry out an inspection. There is a fee associated with an inspection (see our *Fees and Charges* on the website for details).

PART 7 – APPLICANT DECLARATION

I declare that the information provided in this application is true and correct at the time of signing and that the owner of the property has been informed of this application.

Applicant signature:	Date:

PRIVACY & PERSONAL INFORMATION PROTECTION NOTICE
The personal details requested on this form is being collected by Kiama Municipal Council (KMC) for the purposes of assessing your application and corresponding with you about your application. KMC is the agency that holds the information and access is restricted to KMC Officers. The supply of information is required by Public Health Act 2010, if not provided we may not be able to process your application. Your personal information may be disclosed to New South Wales (NSW) Health, or to any person engaged in the administration of the Public Health Act 2010, for the purpose of enabling NSW Health to exercise its functions under the Act. You have a right to apply for access to or for correction of your personal information. For further information, please see KMC's Privacy Management Plan available on Council's website or contact us on 02 4232 0444 or email council@kiama.nsw.gov.au