



Massage Business Location

Attach this form and the required documents listed below with Tacoma's business license application. To ensure compliance with Tacoma Municipal Code (TMC) 6B.10.040.B and 6B.10.115 applications for massage businesses will not be processed until all required documents are submitted.

Business Information						
Legal Business Name:						
Trade Name of Business (DBA):						
Massage Location:						
Number of Massage Rooms:	Number of Massage Therapists:	Number of Employees:				
List Owner, Officer, and Managing Member Names* (List full name, attach list if needed)						
Name:	Name:					
Name:	Name:					
Licensed Massage Therapist Information - (List full name, attach list if needed)						
Name:	Phone:	Employee? YES	NO* <i>If No, Add City Contract Account #</i>			
Name:	Phone:					
Name:	Phone:					
Name:	Phone:					
Hours of Operation:						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday

*State and/or federal criminal background checks will be conducted per TMC 6B.10.190

Required Documents						
Copy of valid government issued photo identification for all owners, officers, and managing members						
Copy of valid government issued photo identification for employees providing massage services						
Copy of valid Washington State Massage license for employees providing all massage services						
Documentation (i.e. state employment records, W-2 etc.) of employees						
Copy of Certificate of Occupancy Questions? Contact Tacoma's Planning & Development Services at (253) 591-5030						

Site Inspection

Within 10 business days of submitting a complete business license application, including the required documents listed above, a Tax & License Compliance officer will contact the business owner to schedule a site visit of the location.