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## Tanning Bed Permitting

All facilities licensed by the Okaloosa County Health Dept. must go through certain requirements to become permitted by this department:

- An appointment must be made with the environmental supervisor or Environmental Specialist and a plan review completed on the proposed facility.
  - **For all Tanning facilities a \$31.00 plan review fee will be charged and a \$31.00 preliminary inspection fee will be charged before plan review is completed.**
- Floor plan **drawn to scale** showing labeled rooms (bed 1, bed 2, bathroom, etc.) to include barrier walls or other devices that will shield the view of waiting customers and staff from U.V. light.
- Completed application with equipment list is required.  
An application and a check for the appropriate fee must be submitted to this office before a permit/license/certificate can be issued. Upon receiving the fee and application, the receipt and permit/license/certificate will be mailed to the facility at the mailing address indicated on the application.
- Copy of certificate of trained employees (see enclosed list of approved courses.)
- Copy of insurance policy.
- Copy of operating policies and procedures is required for each facility (copy of example is enclosed).
- A sign off sheet will be given after approval of the plans. All agencies and departments must indicate final approval before the facility will be opened and/or this department will issue operating permit.

Please call us at 850-689-7859 for Crestview office or 850-833-9247 for Ft. Walton Beach office if you have any additional questions.