Massage Permit Process

The City of Redwood City adopted Redwood City Municipal Code (RCMC) Chapter 18A, “Massage Services” to provide for the orderly and consistent regulation of massage services, to enable consumers to identify legitimate massage workers and businesses, and additionally to establish minimum health and safety standards, thus protecting the public interest, health, safety and welfare of the City.

Within Redwood City Municipal Code Chapter 18A the City has an established a process for establishing a massage business within the City. The process includes review by two primary departments: Police and Community Development Services. The process is summarized below:

CERTIFICATE OF REGISTRATION PROCESS

To obtain a Certificate of Registration to operate a Certified Massage Business or function as a Massage Practitioner in Redwood City the applicant will adhere to the following procedure:

1. Read and Understand RCMC Chapter 18A:

2. Obtain a Massage Business Certificate of Registration Application from one of the following:
   a. Online
   b. The front desk of the Police Department, 1301 Maple St., Redwood City Ca 94063.

3. Prior to submitting the Massage Business Certificate of Registration Application to the Police Department, the applicant will need to obtain the following two items from City Hall:
   a. Written Zoning Consistency Check (Business License Tax Application) from Revenue Services and signed-off with the Planning Services.
   b. Certificate of Compliance with the City Health Officer
      a. Obtain Health Officer Permit
      b. Fee $125
      c. Schedule inspection on Tuesday 9AM to 11AM only.
      d. Re-inspection fee of $125 failed inspection

4. The applicant shall submit a completed and signed Massage Business Certificate of Registration Application, Zoning Consistency Check, and Certificate of Compliance to the Police Department.
   a. Applicants who are CAMTC certified will not be charged a registration fee and further LIVESCAN fingerprinting/background checks will not be necessary.
   b. Applicants and any person who has a five percent (5%) or greater ownership interest in said business, who are not CAMTC certified, will each have a background check conducted by the police department and each such person will be charged a $400 Registration fee which includes background check, LIVESCAN and associated State fees.
   c. The Police Department will require, by appointment only, the owner/applicant of a Certified Sole Proprietorship or a Certified Massage Business to produce a valid and current driver's license and/or identification card issued by a state or federal governmental agency or other photographic identification bearing a bona fide seal by a foreign government; and further will require the Massage Practitioners whom the owner/applicant has identified as employees to personally appear and produce valid and current State Certificates, a valid and current driver's license and/or identification card issued by a state or federal governmental agency or other photographic identification bearing a bona fide seal by a foreign government.

5. Upon receipt of a valid Registration Certificate from the Police Department, the applicant will then present the Registration Certificate and Business License Tax application to Revenue Services at City Hall in order to obtain a Business License. **No business license will be issued until the Certificate of Registration has been issued by the Police Department, and the Business License Tax application has been signed off by Planning Services, Health Officer, and the Police Department.**