



## MESSAGE ESTABLISHMENT REGISTRATION CERTIFICATE APPLICATION PACKET CHECKLIST

**YOU MUST SUBMIT ALL OF THE FOLLOWING DOCUMENTS  
TO RENDER YOUR APPLICATION PACKET COMPLETE**

√	#	REQUIRED ITEMS
	1	<b><u>COMPLETED</u> ESTABLISHMENT REGISTRATION CERTIFICATE APPLICATION</b>
	2	<b>CAMTC CERTIFICATE FOR OWNER OR DESIGNATED CAMTC CERTIFIED INDEPENDENT MASSAGE TECHNICIAN</b>
	3	<b>CAMTC ID CARD FOR OWNER OR DESIGNATED CAMTC CERTIFIED INDEPENDENT MASSAGE TECHNICIAN</b>
	4	<b>COPY OF DRIVERS LICENSE FOR OWNER OR DESIGNATED OFFICER</b>
	5	<b>COPY OF DRIVERS LICENSE FOR INDEPENDENT MASSAGE TECHNICIAN</b>
	6	<b>COPY OF LIVE SCAN RECEIPT FOR OWNERS OR DESIGNATED OFFICERS THAT ARE NOT CAMTC CERTIFIED</b>
	7	<b>COMPLETED MANAGER REGISTRATION FORM **All manager's who are not CAMTC certified or do not hold a California regulatory license (ex. Cosmetologist) must also submit a live scan form.**</b>
	8	<b>NON-REFUNDABLE PAYMENT OF \$565</b>