



Montgomery County Department of Health and Human Services
Licensure and Regulatory Services
255 Rockville Pike, Suite 100, 1st Floor
Rockville, Maryland 20850
240-777-3986; 240-777-3088 (facsimile)
www.montgomerycountymd.gov/licensure

BODYWORKS ESTABLISHMENT LICENSE - FACT SHEET

Who must apply a Bodyworks Establishment License?

As required by Montgomery County Code 24.11.03 any person, partnership, or corporation that operates an establishment that advertise bodywork services or where any employee, agent or contractor performs bodywork on an individual. Bodywork is defined as the practice of using one’s hands to apply pressure on an individual’s fully clothed body or barefoot to affect the electromagnetic energy, energetic field or energy meridians of the human body. Bodywork includes the practice of reflexology or acupressure.

Applications and information on the required attachments are available from the Department of Health and Human Services, Licensure and Regulatory Services, 255 Rockville pike, Suite 100, Rockville. MD 20850. Personnel within the Licensure and Regulatory Services section are available to discuss questions during working hours Monday through Friday form 8:00 a.m. – 4:00 p.m., at 240-777-3986.

1. **Applicants:** Applicants must complete the entire application and attach all additional documents or information requested on the application. Incomplete applications will be returned to the applicant.
2. **Fees:** Payment can be made by check or money order, payable to “**Montgomery County, Maryland**” or on a Visa or MasterCard credit or debit card. *We are unable to accept cash payments.*

Fees:

Initial Establishment Application (non-refundable)	\$ 20
Initial Establishment License	\$ 200
Annual Establish Renewal	\$ 10
Duplicate License	\$ 10
Additional Charge for Filing Renewal after Expiration	\$ 10
Change of Location	\$ 100

3. **Fingerprinting and Criminal Background Check:** Montgomery County Department of Health and Human Services has a service contract with All American Protection Services, LLC.

If you choose to use one of the locations listed below, please complete the form entitled American Identify Solutions special price form of bodyworks. This can be found on the License and Regulatory website or within the Bodyworks packet.

You must bring a government issued photo identification card. Examples of this are driver's license, Certificate of Naturalization, passport, Alien Registration Card or military Identification.

Please call or visit www.americanident.com to schedule an appointment.

PROVIDER	ADDRESS	PHONE
All American Protective Services, LLC	6701 Democracy Blvd #110 Bethesda, MD 20817	301-571-9479
All American Protective Services, LLC	12501 Prosperity Dr #200 Silver Spring, MD 20904	240-670-7952
All American Protective Services, LLC	7361 Calhoun Pl #485 Rockville, MD 20855	301-296-4499

To access other private providers or Maryland State operated fingerprinting services, please use this link: <http://www.dpscs.maryland.gov/publicservs/fingerprint.shtml>

When you complete the fingerprinting and background check process, please attach a copy of your receipt to your Bodyworks application.

- 4. Use and Occupancy:** A copy of your current Use and Occupancy permit or receipt of submittal for a Use and Occupancy must be submitted with the applications. Use and Occupancy permits are obtained from the Montgomery County Department of Permitting Services, 255 Rockville Pike, 2nd Floor, Rockville MD 20850 or call 240-777-0311.

If your establishment is a private residence and you will have more than one client per day or ten clients per week you will be required to obtain a low-impact residential Use and Occupancy permit. Contact Montgomery County Department of Permitting at the location and phone number listed above.

- 5. Fire Inspection:** A copy of the most recent fire inspection must be submitted with the application. Fire inspection applications can be obtained at: http://www.montgomerycountymd.gov/mcfrs-code/form_inspection_other.html