



# CITY OF SANTA BARBARA

Permit #:

PD Received:

## PERMIT APPLICATION PROCESS MESSAGE TECHNICIAN

Name of Applicant \_\_\_\_\_

*Once submitted, the application process takes up to 8 weeks before permit is issued.  
Follow the steps below to process your permit application:*

Steps Completed with Finance	Complete full application and <b>remit via email</b> to AccountsReceivable@SantaBarbaraCA.gov Full Application must include the following:	Date completed and City Agent's Initials
Step 1	<input type="checkbox"/> Written statements of at least five (5) bona fide residents of the City of Santa Barbara that the applicant is of good moral character (Must include the phone/address of the reference). <input type="checkbox"/> Written proof that the applicant is over the age of eighteen (18) years. <input type="checkbox"/> Two (2) passport photographs (1 ½ inches by 2 inches). <input type="checkbox"/> The massage or similar business tax history of the applicant; whether such person, in previously operating in this or another City or State under permit, has had such permit revoked or suspended, the reason thereof, and the business activity or occupation subsequent to such action of suspension or revocation. <input type="checkbox"/> A certificate from a medical doctor stating that the applicant has, within thirty (30) days immediately prior thereto, been examined and found to be free of any contagious or communicable disease (TB). Note: <b>NO WAIVERS WILL BE ACCEPTED.</b> <input type="checkbox"/> A copy of a diploma or certificate of graduation from a recognized school or other institution: Must state completion of a minimum of 200 hours of massage schooling, or a transcript of hours must be included.	
Step 2	Your application will be accepted and reviewed for completion.	
Step 3	The application fee of \$25.00 can be paid via mail or in person. (0430)	
<b>At Home</b>		
Step 4	Set-up a Live Scan appointment with an authorized fingerprinting agency. See list provided in packet.	
Step 5	Retain copy of Santa Barbara Municipal Code, Chapter 5.76 for your reference.	
<b>At the Police Department 215 E Figueroa St</b>		
<b>For lobby hours and Live Scan appointments call the Records Department at (805) 897- 2355.</b>		
Step 6	Check in to the Police Department and bring your Live Scan form with a government issued photo ID. A Live Scan fee will be charged at the time of appointment.	
Step 7	If you have any questions regarding your application status, you may contact the Police Technician via email: <a href="mailto:permits@sbspd.com">permits@sbspd.com</a> or call (805) 897-2333.	

## POLICE DEPARTMENT USE ONLY

***To be completed by Police Technician:***

Records check on applicant:

1. CLETS

PERSON

Print DDL

2. Versadex

Criminal Description File

Entities Browse

Initials/ Date: \_\_\_\_\_

Live Scan results reviewed

DOJ Delay Reason/Date:

Initials/ Date: \_\_\_\_\_

***Police Technician's recommendations on the issuance of the permit to the applicant:***

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***Chief of Police or Designee:***

Approval of permit application: \_\_\_\_\_ Date: \_\_\_\_\_

Disapproval of permit application: \_\_\_\_\_ Date: \_\_\_\_\_



# CITY OF SANTA BARBARA

## APPLICATION FOR CITY PERMIT

**TYPE: MESSAGE TECHNICIAN**

Permit #:

Santa Barbara Municipal Code  
Chapter 5.76

**Please complete the following:**

Date: \_\_\_\_\_ Name: \_\_\_\_\_

A.K.A. (list other names used): \_\_\_\_\_

Email: \_\_\_\_\_

Residence Address (include street, city, and zip code):  
\_\_\_\_\_  
\_\_\_\_\_

Mailing Address, if different (include street, city, and zip code):  
\_\_\_\_\_  
\_\_\_\_\_

Phone Number: \_\_\_\_\_ Social Security No: \_\_\_\_\_

California Driver's License No. (Submit Photocopy) \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Place of Birth: \_\_\_\_\_

Color of Hair: \_\_\_\_\_ Color of Eyes: \_\_\_\_\_ Height: \_\_\_\_\_ Weight: \_\_\_\_\_

Length of time in Santa Barbara: \_\_\_\_\_ Length of time in California: \_\_\_\_\_

**List the full address for your places of residence over the past five years, starting with the most recent. After the address, show the dates (month and year) at each residence.**

1. \_\_\_\_\_  
\_\_\_\_\_ (from \_\_\_\_\_ to \_\_\_\_\_)

2. \_\_\_\_\_  
\_\_\_\_\_ (from \_\_\_\_\_ to \_\_\_\_\_)

3. \_\_\_\_\_  
\_\_\_\_\_ (from \_\_\_\_\_ to \_\_\_\_\_)

4. \_\_\_\_\_  
\_\_\_\_\_ (from \_\_\_\_\_ to \_\_\_\_\_)

5. \_\_\_\_\_  
\_\_\_\_\_ (from \_\_\_\_\_ to \_\_\_\_\_)

List your last five places of employment. Start with your current or most recent employer. List by business name, address, business phone number, and dates (month and year) of employment.

1. \_\_\_\_\_  
\_\_\_\_\_ (from \_\_\_\_\_ to \_\_\_\_\_)
2. \_\_\_\_\_  
\_\_\_\_\_ (from \_\_\_\_\_ to \_\_\_\_\_)
3. \_\_\_\_\_  
\_\_\_\_\_ (from \_\_\_\_\_ to \_\_\_\_\_)
4. \_\_\_\_\_  
\_\_\_\_\_ (from \_\_\_\_\_ to \_\_\_\_\_)
5. \_\_\_\_\_  
\_\_\_\_\_ (from \_\_\_\_\_ to \_\_\_\_\_)

Proposed Business Name: \_\_\_\_\_

List similar permits presently or previously issued in another city or state. List by permit title, city and state of issuance.

\_\_\_\_\_  
\_\_\_\_\_

**Arrest History: If you have had any arrests, list all of them. Use an additional sheet if necessary. Give the date (approximate), place (city and state), and the reason for the arrest.**

Date:	Place (city and state):	Reason:
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Signature below indicates the applicant understands that if any information requested on this form is misrepresented, it may be grounds for denial of this permit application.

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Date



# CITY OF SANTA BARBARA

**AUTHORIZATION TO RELEASE INFORMATION  
TO THE  
CITY OF SANTA BARBARA, POLICE DEPARTMENT**

**(Pursuant to Santa Barbara Municipal Code, Chapter 5.29)**

As an applicant for a City permit within the City of Santa Barbara, I hereby authorize the release of any and all information that you may have concerning my work records education records, medical records, and information of a confidential or privileged nature to the City of Santa Barbara Police Department and its agents.

*I hereby release you, your organization, or others, from any liability or damage, which may result from furnishing the information requested.*

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**Printed (*Permit Applicant's Name*)**

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**Signature (*Permit Applicant*)**

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**Date**

# REQUEST FOR LIVE SCAN SERVICE

BCII 8016 (3/07)

## Applicant Submission

ORI: \_\_\_\_\_ Type of Application: \_\_\_\_\_  
Code assigned by DOJ  
 Job Title or Type of License, Certification or Permit: \_\_\_\_\_

Agency Address Set Contributing Agency:

Agency authorized to receive criminal history information

Mail Code (five-digit code assigned by DOJ)

Street No. Street or PO Box

Contact Name (Mandatory for all school submissions)

City State Zip Code

( )  
Contact Telephone No.

Name of Applicant: \_\_\_\_\_  
(Please print) Last First MI

Alias: \_\_\_\_\_ Driver's License No: \_\_\_\_\_  
Last First

Date of Birth: \_\_\_\_\_ Sex:  Male  Female Misc. No. BIL - \_\_\_\_\_  
Agency Billing Number

Height: \_\_\_\_\_ Weight: \_\_\_\_\_ Misc. Number: \_\_\_\_\_

Home Address:

Eye Color: \_\_\_\_\_ Hair Color: \_\_\_\_\_  
Street No. Street or PO Box

Place of Birth: \_\_\_\_\_  
City, State and Zip Code

Social Security Number: \_\_\_\_\_

Your Number: \_\_\_\_\_  
OCA No. (Agency Identifying No.)

Level of Service:  DOJ  FBI

If resubmission, list Original ATI Number: \_\_\_\_\_

Employer: (Additional response for agencies specified by statute)

Employer Name

Street No. Street or PO Box

Mail Code (five digit code assigned by DOJ)

City State Zip Code

( )  
Agency Telephone No. (optional)

Live Scan Transaction Completed By: \_\_\_\_\_  
Name of Operator Date

Transmitting Agency \_\_\_\_\_ ATI No. \_\_\_\_\_ Amount Collected/Billed \_\_\_\_\_

## Fingerprinting Locations Near Santa Barbara

<u>Location: Santa Barbara</u>	<u>Address</u>	<u>Telephone</u>	<u>Website</u>	<u>Information</u>
Live Scan Santa Barbara	411 E Canon Perdido St #15, Santa Barbara, CA 93101	(805) 525-6800	<a href="https://livescansantabarbara.com/">https://livescansantabarbara.com/</a>	Call or schedule appointment online
City of Santa Barbara, Human Resources	735 Anacapa St, Santa Barbara, CA 93101	(805) 564-5316	<a href="https://santabarbaraca.gov/">https://santabarbaraca.gov/</a>	Call for appointment
City of Santa Barbara, Police	215 E Figueroa St, Santa Barbara, CA 93102	(805) 897-2355	<a href="https://santabarbaraca.gov/">https://santabarbaraca.gov/</a>	Call for appointment
A1 Fingerprinting Plus	3950 Via Real Ste 62, Santa Barbara, CA 93013	(805) 452-9838	<a href="http://www.a1fingerprintingplus.com/">http://www.a1fingerprintingplus.com/</a>	Call for appointment
Multiservice Santa Barbara, LLC	621 W Micheltorena St, Santa Barbara, CA 93101	(805) 729-7571	<a href="https://www.multiservicesb.com/">https://www.multiservicesb.com/</a>	Call for appointment
Being & Doing, LLC	510 Castillo St #201, Santa Barbara, CA 93101	(760) 235-9062		Call for appointment
<u>Location: Goleta</u>	<u>Address</u>	<u>Telephone</u>	<u>Website</u>	<u>Information</u>
Santa Barbara County Sheriff's Office	4434 Calle Real, Santa Barbara, CA 93110	(805) 681-4357	<a href="http://www.sbsheriff.org/home/fingerprinting">www.sbsheriff.org/home/fingerprinting</a>	Call or schedule appointment online
Santa Barbara Corporate Services	5142 Hollister Ave, Santa Barbara, CA 93111	(805) 450-0081	<a href="https://sbcorporateservices.com/">https://sbcorporateservices.com/</a>	Call or schedule appointment online
Lori's Mobile Notary & Fingerprinting	4390 Calle Real #A, Santa Barbara, CA 93110	(805) 683-6350	<a href="https://www.lorismobilenotary.com/">https://www.lorismobilenotary.com/</a>	Call or schedule appointment online
<u>Location: Buellton</u>	<u>Address</u>	<u>Telephone</u>	<u>Website</u>	<u>Information</u>
Skunk Bear Laserworks	900 McMurray Rd Ste 2, Buellton, CA 93427	(800) 765-4493	<a href="https://sblaserworks.com/">https://sblaserworks.com/</a>	Call for appointment
<u>Location: Ventura</u>	<u>Address</u>	<u>Telephone</u>	<u>Website</u>	<u>Information</u>
Jag Bookkeepong Inc.	1767 Goodyear Ave Ste 104, Ventura, CA 93003	(805) 826-3231	<a href="https://jag-bookkeeping.com/">https://jag-bookkeeping.com/</a>	Call for appointment
<u>Location: Santa Maria</u>	<u>Address</u>	<u>Telephone</u>	<u>Website</u>	<u>Information</u>
Santa Barbara County Sheriff's Office	812-A West Foster Rd, Santa Maria, CA 93455	(805) 934-6175	<a href="http://www.sbsheriff.org/home/fingerprinting">www.sbsheriff.org/home/fingerprinting</a>	Call or schedule appointment online
Centro de Latino Services	313 E Plaza Dr Ste B15, Santa Maria, CA 93454	(805) 614-7595	<a href="https://www.centro4latinos.com/">https://www.centro4latinos.com/</a>	Call or schedule appointment online
Local Copies Etc. Inc.	1500 S Broadway, Santa Maria, CA 93454	(805) 928-5776	<a href="https://localcopies.com/">https://localcopies.com/</a>	Call for appointment
Santa Maria Police Department	1111 W Betteravia Rd, Santa Maria, CA 93455	(805) 928-3781	<a href="https://www.cityofsantamaria.org/">https://www.cityofsantamaria.org/</a>	Call for appointment
<u>Location: Lompoc</u>	<u>Address</u>	<u>Telephone</u>	<u>Website</u>	<u>Information</u>
Lompoc Police Department	107 Civic Center Plaza, Lompoc, CA 93436	(805) 736-2341	<a href="https://www.cityoflompoc.com/">https://www.cityoflompoc.com/</a>	Call for appointment
Box Shop	740 N. H St, Lompoc, CA 93436	(805) 735-1567	<a href="https://www.boxshoplompoc.com/">https://www.boxshoplompoc.com/</a>	Call for appointment
Lee Mobile Live Scan and Notary Services		(805) 291-1206	<a href="https://www.805mobilelivescan.com/">https://www.805mobilelivescan.com/</a>	Call for appointment
<u>Location: Carpinteria</u>	<u>Address</u>	<u>Telephone</u>	<u>Website</u>	<u>Information</u>
Reliant Notary Services	4915 Carpinteria Ave Ste G, Carpinteria, CA 93013	(805) 220-6999	<a href="https://reliantnotaryservices.com/">https://reliantnotaryservices.com/</a>	Call for appointment

### Disclaimer:

Information listed does not include all fingerprinting agencies in the area. All information is gathered for your convenience, but we strongly recommend doing your own research. Please contact the live scan provider for information on operating hours, fees, and location information. Please note that agencies may collect additional rolling fees or other provider fees. Fees may differ between providers. All applicants must present current and valid photo identification to the live scan operator.