



**MESSAGE TECHNICIANS ONLY
BUSINESS LICENSE APPLICATION PROCEDURES**

- Check with the City of La Mesa Zoning Division to make sure that the area you wish to work at is zoned for massage. They may be reached at 619.667.1158 or at City Hall. Additional information may be required.
- Obtain application and ordinance at City Hall, 8130 Allison Avenue. The fee for the first year is \$35.00 for the business license, \$30.00 for processing, \$60.00 for planning approval, and \$320.00 for the initial police investigation (total of \$445.00). Each yearly renewal is currently \$35.00 for the business license, \$8.00 for processing, and \$200.00 for the investigation fee (\$243.00). Please note that investigation fees are non-refundable. Live-scan fingerprinting is required for all new applicants and renewals for a fee of approximately \$52.00, payable at the time of printing.
- Required: Proof of a minimum of 200 hours of education. Submit a copy of transcripts and diploma. Educational hours must be verifiable.
- Required: Three current 2 x 2 color passport photos.
- Required: Practical demonstration and Written test from the County of San Diego, located at 3851 Rosecrans Street, San Diego. Call Jay Maniego at 619.293.4703 for an appointment. If you have passed the practical demonstration and written test and/or are currently licensed, you will need to supply a copy of the test for our files. Your Written and Practical Test results will be mailed to the City of La Mesa when completed.
- Required: Have a physician complete the health form (good for 30 days only). All sections of this form must be completed for it to be valid.
- Required: Complete and sign the application form. Please print or type.
- Submit the application, health form and photos along with the fees to City Hall. The investigation fees are non-refundable.
- The applicant must contact the La Mesa Police Department to schedule an interview. Their number is (619) 667-1400. Do not schedule your interview until ALL applicable documentation has been filed and received by the Business License Division and you have paid your license and investigation fees. A complete set of current fingerprints submitted by Live Scan is required. Paperwork and information on the fingerprinting will be provided to you at your initial interview with the La Mesa Police Department. After your interview, you will be notified within 30 days of approval or denial of application.
- Submit a detailed floor plan showing exactly where the massage therapy will take place within the building (graphing paper provided). Include dimensions and square footage.

Applications will not be granted early approvals to meet employment deadlines. The duration needed to complete a review of the license application should be taken into full consideration. If you have any questions, please contact the Business License Division at 619.667.1118.