



ST. JOSEPH COUNTY
DEPARTMENT OF HEALTH
Prevent. Promote. Protect.

St. Joseph County Department of Health

"Promoting physical and mental health and facilitating the prevention of disease, injury and disability for all St. Joseph County residents"

Robert Einterz, M.D.
Health Officer

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Deputy Health Officer

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President, Board of Health

Jason Marker, M.D.
Vice President, Board of Health

Process for Obtaining a Massage Therapy Permit

1. Obtain an Application for Massage Therapist Permit from the 9th Floor of the Department of Health in the County/City Building, 227 W. Jefferson Blvd., South Bend, Indiana. Massage Therapist Application can now be located on our website, sjcindiana.com.
2. Bring a completed application to the 9th Floor to the Environmental Health Unit office along with the following:
 - A copy of the applicant's Massage Therapist Certification from the Indiana State Board of Massage Therapy;
 - A copy of the applicant's diploma or certification from a recognized massage school showing 600 credit hours;
 - A copy of applicant's driver's license or government issued photo identification; and
 - A fee of one hundred **(\$100.00)** to be paid by cash, business check, Visa, Mastercard, or Discover, or money order (No Personal Checks Accepted). Our Office does not accept money after 4:00pm. Electronic payments can now be done by Visa, Mastercard, or Discover.
3. Once all the above requirements have been met, a permit will be issued.

Process for Obtaining a Massage Establishment Permit

1. Obtain an Application for Massage Establishment Permit from the 9th Floor of the Department of Health in the County/City Building, 227 W. Jefferson Blvd., South Bend, Indiana. Massage Establishment Application can now be located on our website, sjcindiana.com.
2. Bring a completed application to the 9th Floor to the Environmental Health Unit office along with the following:
 - A copy of applicant's driver's license or government issued photo identification;
 - If the application is NOT a renewal of an existing massage establishment permit, provide documentation that the property is zoned for a massage establishment; and
 - A fee of two hundred **(\$225.00)** to be paid by cash, business check, Visa, Mastercard, or Discover, or money order (No Personal Checks Accepted). Our Office does not accept money after 4:00pm. Electronic payments by Visa, Mastercard, and Discover are now accepted.
3. Once all the above requirements have been met, the establishment will be inspected, and if it meets all requirements of County Code 113, a permit will be issued.

Note: A reminder/renewal letter and application will be mailed to applicant every year. Please call the Department of Health if your address changes.

If you have any questions regarding the above information, please feel free to call (574) 235-9722 or email envirohd@sjcindiana.com for assistance.

Please send all electronic correspondence for the Environmental Health Unit to envirohd@sjcindiana.com

Environmental Health Unit • 227 W. Jefferson Blvd. • 9th Floor • South Bend, IN 46601-1870 • Phone (574) 235-9722 • Fax (574) 235-9497