

CAMBRIDGE PUBLIC HEALTH DEPARTMENT

Regulation of Body Art

**BODY ART APPRENTICESHIP
MONTHLY LOGBOOK***Prepared pursuant to Section 16.8 of the Body Art Regulation***Program Information**

Apprentice Name	
Apprentice Body Art License #	
Sponsoring Licensed Body Artist Name	
Sponsoring Artist License #	
Body Art Establishment Name	
Establishment Permit #	
Apprenticeship Start Date	

Apprenticeship Track (check one):

- ☐ Standard Track - 1,800 hours of apprenticeship work AND 100 completed body art procedures on clients (16.6.1–2)
- ☐ Microblading-Only Track - completion of an accredited microblading course counts as 900 hours and 50 procedures; additional hours/procedures as applicable (16.6.1–2)

How to Use This Log

- Each month, the Apprentice records every day worked, hours completed, and the activities or procedures performed on the Monthly Detail Log pages.
- At the end of each month, total the hours and procedures for that month and enter them on the Cumulative Progress Tracker (page 2).
- The Sponsoring Licensed Body Artist and the Apprentice must both sign and date each Monthly Detail Log page to certify accuracy (16.8).
- The Sponsoring Artist and the Apprentice must each retain a copy of every monthly page for their own records.
- The Apprentice must submit copies of this documentation to the Department upon application for full licensure or upon renewal of the Apprentice Body Art License (16.8).
- Photocopy or print additional Monthly Detail Log pages (page 3 template) as needed — one page per month, or more if a month's activity does not fit on a single page.
- At the successful conclusion of the apprenticeship, the Sponsoring Artist must separately complete a signed Statement of Completion (16.9) confirming total hours and procedures met the minimum requirement.

Reminder: Falsifying records or information required under this Body Art Regulation is a violation subject to citation, suspension, or revocation (17.3).

Cumulative Progress Tracker

Transfer the totals from each Monthly Detail Log page here to track running progress toward the 1,800-hour / 100-procedure requirement (or 900-hour / 50-procedure requirement for the microblading-only track). Twenty-four rows are provided; add pages if the apprenticeship extends longer.

[illegible]

MONTHLY LOG

Monthly/Year: _____

Body Art Establishment: _____

Date	Hours Worked	Activity Type (Observation / Instruction / Assisting / Procedure)	Description of Activity or Procedure Performed	Sponsor Initials (if procedure)
MONTHLY TOTAL HOURS:			MONTHLY TOTAL PROCEDURES:	

By signing below, we certify that the above record of apprenticeship hours, activities, and procedures is true and accurate.

Sponsoring Licensed Body Artist Signature	Apprentice Signature
_____	_____
Print Name: _____ License #: _____ Date: _____	Print Name: _____ License #: _____ Date: _____