A picture containing logo

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Farmers Market Vendor

Application

**Enter N/A where requested information does not apply. Leave NO BLANK SPACES.**

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| **Farmers Market FOOD Vendor Information** |
| **Name of Owner:** |
| **DBA (Business Name):** |
| **Mailing Address**    **Street City State Zip** |
| **Contact Information**  **Phone: Cell: Email:** |
| Social Media Contacts: |
| **Name of Vendor On-site (Person-in-Charge):** |
| **Vendor On-site Contact Cell Phone:** |

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| **Ownership Type** | | |
| Limited Liability Company | Limited Partnership | Sole Proprietorship |
| Corporation | General Partnership | Government |
| 501 (c) 3 | Other | |

**CHECK THE CATEGORY THAT APPLIES**

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|  | **FARMER’S MARKET VENDOR CATEGORIES BASED ON FOOD SAFETY RISKS** |
|  | **Foods allowed to be served with NO permit** - For additional information please contact our office   * Commercially Manufactured Foods that are shelf stable and packaged and labeled for individual sale by the manufacturer and offered to the consumer in the original packaging * Cottage Food Producers serving packaged non-TCS foods that are labeled appropriately and allowed by the Cottage Food Law * Whole Produce |
|  | **All categories below will require a Farmer’s Market Vendor Permit to be submitted and approved by NET Health** |
|  | **Low Risk - $25.00 - Permit Required Packaged Foods that require time or temperature control**  **Examples of these foods: packaged meats, packaged cheese, whole jars of salsa**   * Foods must come from a permitted, inspected source packaged, transported and served in the original packaging and maintained at the appropriate temperature controls. Maintain invoices and receipts. * On the page attached please explain your methods of clean transportation, temperature control and monitoring of safe temperatures throughout service and the disposition of the foods that are left at the close of the market day. |
|  | **Medium Risk - $50.00 - Permit Required Ready to Eat Foods that require simple prep or assembly for service**  **Examples of these foods: brewed coffee, cheese spreads on crackers, making a ham and cheese sandwich**   * Foods must come from a permitted, inspected source packaged and maintained at the appropriate temperature controls. Maintain invoices and receipts. * Minimal menu items (5 or less) that are all ready to eat and requiring little preparation for service to the customer * On the page attached please explain your methods of hand washing, utensil ware washing, methods of temperature control of foods and monitoring of food temperatures throughout the service day. |
|  | **High Risk Foods – $100.00 - Permit Required Foods that are ready to eat and require time or temperature control for safety and that will be reheated and served or reheated and held before being served.**  **Examples of these foods will be: reheating tamales, reheating hot dogs and canned chili.**   * Foods must come from a permitted, inspected source packaged, and maintained at the appropriate temperature controls. Maintain invoices and receipts. * Menu items can be more than 5 with adequate equipment set up * Easy access to plumbed ware washing sinks * On the page attached please explain your methods of hand washing, utensil ware washing, methods of temperature control of foods and monitoring of food temperatures throughout the service day. |
|  | **High Risk Foods – $100.00 - Permit Required. Complex Food Preparation/ High Risk Foods that require time or temperature control for safety, are NOT ready to eat and require preparation and cooking before being served.**  **Examples of these foods will be: hamburgers, chicken, seafood, foods from raw proteins, salads, freezer to fryer foods**   * Foods must come from a permitted, inspected source packaged, and maintained at the appropriate temperature controls. Maintain invoices and receipts. * Menu items – Require review and approval of Equipment Setup, Employee Health Policy, and Trained Personnel * Plumbed ware washing, hand washing and preparation sinks required at booth space.   On the page attached please explain your methods of hand washing, utensil ware washing, methods of temperature control of foods and monitoring of food temperatures throughout the service day.  On the page attached please mark how you maintain the following: |

**What Foods or Food Products will you bring to the Farmers Market(s)?**

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| --- | --- | --- | --- |
| Fish or Other Aquatic  Species  Yes  No | | Type of Food Service  Low Risk – no prep, All packaged  Low Risk – simple prep, no cook  High Risk - Cook serve or Reheat serve | List foods and beverages. |
| Livestock, a Livestock Product, or a Livestock By-Product;  Yes  No | | Type of Food Service  Low Risk – no prep, All packaged  Low Risk – simple prep, no cook  High Risk - Cook serve or Reheat serve | List foods and beverages. |
| Poultry,  a Poultry Product, or  a Poultry By-Product;  Yes  No | | Type of Food Service  Low Risk – no prep, All packaged  Low Risk – simple prep, no cook  High Risk - Cook serve or Reheat serve | List foods and beverages. |
| Wildlife Processed for Food  or By-Products;  Yes  No | | Type of Food Service  Low Risk – no prep, All packaged  Low Risk – simple prep, no cook  High Risk - Cook serve or Reheat serve | List foods and beverages. |
| Produce  (cut or processed beyond harvest cut)  Yes  No | | Type of Food Service  Low Risk – no prep, All packaged  Low Risk – simple prep, no cook  High Risk - Cook serve or Reheat serve | List foods and beverages. |
| Other Food Producer.  (Not a farmer of the  menu items offered)  Yes  No | Type of Food Service  Low Risk – no prep, All packaged  Low Risk – simple prep, no cook  High Risk - Cook serve or Reheat serve | | List foods and beverages. |

**Source of Foods and Beverages Brought To Market**

**Food items that will be prepared at other locations will need prior approval from NET Health. Provide the following information and obtain required permits or authorization for the use of another approved food establishment for advance preparation of foods or beverages you are bringing to Farmers Market.**

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| Food Establishment Name | Name of Permit Holder |
| Address and City | Permit # |
| Signature of Permit Holder | Contact # |

**High Risk – Foods at Farmer’s Market Expanded Process Flow**

**This form is required for any vendor classified as High Risk based on the menu identified on the Application to Operate a Farmer’s Market Temporary Food Establishment.**

**List each food item and identify where each preparation step will be completed (TFE or PFE).**

* + **TFE – On-Site Temporary Food Establishment**
  + **PFE – Permanent Food Establishment**

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| **Food** | **Thaw How? Where?** | **Cut/Wash Assemble Where?** | **Cold Holding How?**  **Where?** | **Cook** | **Cooling** | **Reheating** | **Hot Holding** |
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**Booth Construction – All food booths should have the following:**

Overhead covering must be provided over all food and beverage areas

Floor - durable surface required – no dirt, grass

Walls - Screens or bug prevention and protection from windblown rain or dust required

Booth perimeter secured – no customers within the food booth

**Sketch the general layout of your Farmer’s Market Vendor**

1. Location of cooking and holding equipment
2. Location of handwashing and utensil washing facilities (if not using shared facilities)
3. Location of trash disposal containers
4. Location of work tables, food and single-service storage

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| **FARMER’S MARKET VENDING LOCATION** |
| **FARMER’S MARKET NAME:** |
| **Location:** |
| **Address:** |
| **City:** |
| **Hours your Temporary Food Establishment will be in Operation (include time set-up will begin):** |
| **Date(s) you plan to attend the Farmer’s Market:** |
| **Farmer’s Market Booth Location:**  Indoor Event  Outdoor Event  Will you be at the Farmer’s Market regardless of the weather conditions?:  Yes  No |
| **Temporary Food Establishment Type:**  Booth  Mobile Food Unit  Other: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Permanent Building  Food Push Cart |

NOTE: Make additional copies of this page as needed to identify all Farmer’s Markets you will

be a member or vendor of this year.

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| **Food Storage or Display Equipment**  All foods and food contact surfaces must be protected from pests, windblown dust and rain. How do you control this:  Covered food containers, packaged foods  Enclosed booth,  Other: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | **Electrical Supply:**  Provided by Farmer’s Market  supply your own generator |
| **Utensils and Equipment**  Single-serve eating and drinking utensils  Reusable kitchen utensils  **Type of Utensil Washing Set Up:**  Three basin tub set-up (Low Risk Foods Only)  Farmer’s Market Shared three compartment sink  Portable 3 compartment sink with pressurized hot & cold water  **Sanitizer to be used:**  Chlorine  Quaternary | **Handwashing Facilities – Required for open food handling**  **Low Risk Foods**  Gravity-fed warm water with spigot/bucket  Self-contained portable unit (with potable water & waste water holding tanks)  **High Risk Foods**  Plumbed with hot and cold water under pressure  ***Hand Soap, single-use towels, and trash receptacle must be provided at all handwashing sinks.*** |
| **Refuse Removal & Liquid Waste Removal**  Trash, Waste Water and Grease Waste generated is to be disposed of at the Farmer’s Market | **Cooking Equipment / Hot Holding Equipment**  Identify all cooking equipment that will be used: |
| **Food Employees** (Required for High Risk (Complex Foods)  Certified Food Manager available  Yes  NO  How many Food Handler employees: \_\_\_\_ | **Lighting**  Lighting must be available in booths that will have food  production |

REVIEW OF APPLICATION AND PREPARATION FOR PERMITTING INSPECTION

In order for a Farmers Market Vendor Permit to be issued, the plan review of this application must prove that the applicant meets all local applicable requirements and those rules found in the FDA Food Code & NET Health District Order. After successful completion of plan review, the paperwork is issued to an inspector to schedule an appointment for inspection. The successful completion of the permitting inspection must be accomplished in order to issue a permit to operate. The inspector will issue the signed permitting inspection report and approve the permit.

Completion of this plan review application does **not** indicate compliance with any other code, law or regulation that may be required (i.e., federal, state, or local). Additionally, the undersigned is aware that non-compliance may result in delay or denial of the issuance of a Farmers Market Vendor Permit.

Applicants Name (Print): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Applicants Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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

**DO NOT COMPLETE INFORMATION BELOW – FOR OFFICE USE ONLY**

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| Application Approved  Yes  No\* See reason below | Risk Category  Low Risk  High Risk | Reviewer Signature:  Title:  Date: |

Permit Restrictions: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Permit Effective Dates:

\*Reason(s) for Disapproval: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_