



Farmers' Market Vendor Requirements

1. A Farmers' Market Vendor can only operate at Certified Farmers' Markets. A valid permit from Marin County Environmental Health Services is required.
2. Farmers' Market Vendor Permits are limited to the selling of prepackaged foods. No cooking or food preparation (except the food samples) is permitted. Only foods listed in the permit application and approved by Marin County Environmental Health Services may be sold. Cooking (including barbecuing) requires either a Mobile Food Facility or Temporary Food Facility Permit.
3. Prepackaged foods shall be labeled. Labeling shall include the common name of the product, an ingredients list by order of weight, a statement of quantity (e.g. net weight, volume or count) and the name, address and zip code of the producer. **Sample labels must be submitted with your application.**
4. Non-potentially hazardous foods sold in bulk must be dispensed from fully enclosed containers with hinged lids. Labels for each product shall be posted on each container. No cutting or portioning is permitted.
5. Farmers' Market Vendors, who are selling products from a wholesale manufacturer, shall submit a copy of the food processing permit (State Health Permit) from the facility where the food is processed and packaged at, even if the facility is located in another county, or owned by another party.
6. **Submit a completed Shared Food Facility/Commissary Agreement.** A valid commissary agreement is required to operate at Certified Farmers' Markets. There can be no lapse in time between commissaries. It is the responsibility of the Farmers' Market permittee to submit a new commissary agreement to Marin County Environmental Health, when a change in commissary occurs.
7. If you are selling potentially hazardous foods, maintain a probe thermometer at your Farmers' Market table to monitor internal food temperatures, and take any necessary actions as needed, such as providing more ice on and around your food products. **All potentially hazardous foods shall be maintained at or below 41 degrees Fahrenheit.**
8. Refer to "Guidelines for Sampling at Certified Farmers' Market Events" for approved sampling methods. Sampling methods must first be approved by Marin County Environmental Health Services, and must be done in accordance with the provisions of California Retail Food Code (Cal Code).
9. Post a sign with name and address of the business at the FMV table. One option is a magnetic sign.

GUIDELINES FOR SAMPLING AT FARMERS' MARKET EVENTS

Providing samples at Certified Farmers' Markets allows customers to try a product before purchasing it. However, unsafe sampling methods can adulterate or contaminate food and can result in food borne illness. The California Retail Food Code (CAL CODE) requires that basic sanitation practices be followed when samples are dispensed at farmers' markets. Marin County's Environmental Health Services (EHS) interprets the state law as follows to ensure that the public's health is protected. Follow these basic sanitation practices for healthy and legal sampling.

1. Sampling of potentially hazardous foods requires a written procedure approved by EHS.
2. Produce intended for sampling must be washed. Washing is to remove dirt, soil, and any other contaminants. An antiseptic vegetable wash product is strongly recommended.
3. Set up the hand washing and utensil washing stations **FIRST**. Thoroughly wash hands before the farmers market. Food handling at the farmers market requires a hand washing station.

If money is handled, hands must be rewashed.

4. A hand washing station consists of :
 - a 5 to 7 gallon container of water with a hands free dispensing valve
 - a 5 gallon catch basin
 - potable water, preferably at 100 degrees Fahrenheit
 - liquid hand washing soap in pump or squeeze bottle
 - paper towel supply for the entire day.

A utensil washing station consists of 3 five-gallon containers: one with soapy water for washing, one with clean water for rinsing, and one with bleach in water for sanitizing (use one tablespoon bleach per gallon of water to provide a solution of 100 ppm chlorine).

5. Provide containers with sneeze and handling protection.
6. Use disposable gloves when cutting or handling products. Do not reuse gloves after touching contaminated surfaces, or money.
7. Use tooth picks, wax paper, paper sampling cups, or disposable utensils to distribute samples. The idea is to prevent customers' hands or fingers from touching the samples or contaminating the food.
8. Use only sanitized knives and cutting boards for cutting samples.
9. Use a plastic bag lined waste basket for sampling preparation and distribution waste disposal.
10. Wastewater from handwashing and utensil washing stations may be dumped in the portable toilets on-site or in the mop sink back at the commissary. Do not dump wastewater on ground or pavement.



Required items for proper sampling

Bottom left to right:

disposable single use utensils, covered sampling container, tongs, knife and cutting board

Top left to right:

Waste basket with liner, disposable latex or plastic gloves



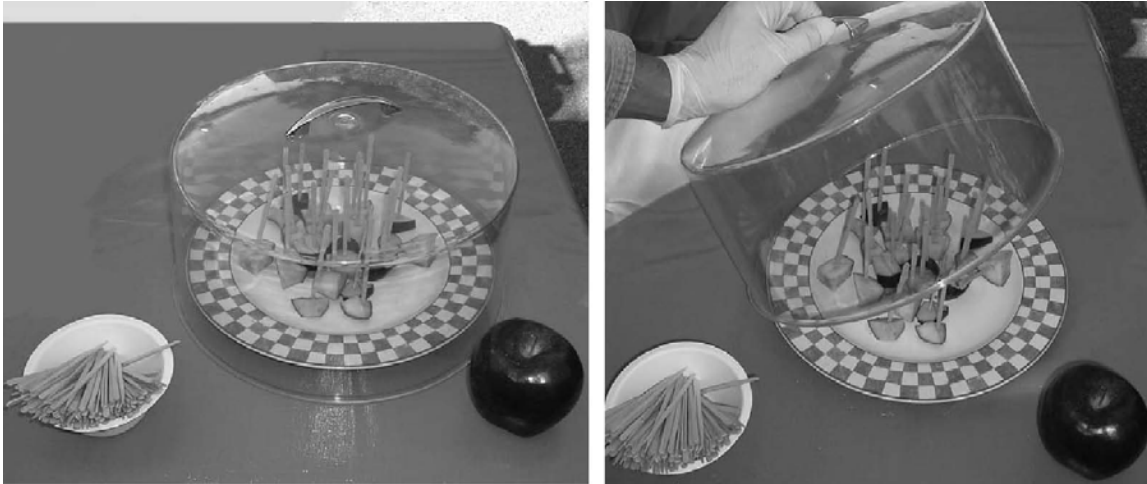
Examples of Marin County EHS approved sampling methods.

Provide containers with hinged covers to prevent food contamination.

Use of tongs to give out sample.

This method provides the best way to keep the food samples from being contaminated. Vendor is in complete control of the sampling process. This method is highly recommended.

Covered Sample Set-up



Here is another example of how to protect your samples. Notice the samples have tooth picks already so customer does not have to touch the sample. Cake cover acts as a sneeze protector.

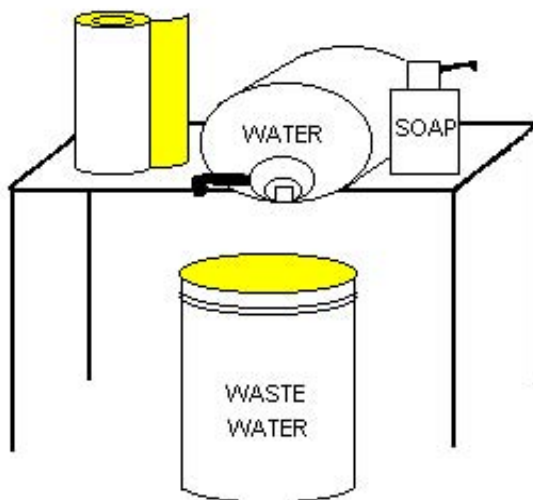


If you are sampling nuts of any kind, you must use a nut-shaker similar to the ones pictured.

Photographs courtesy of Marin Farmer's Market

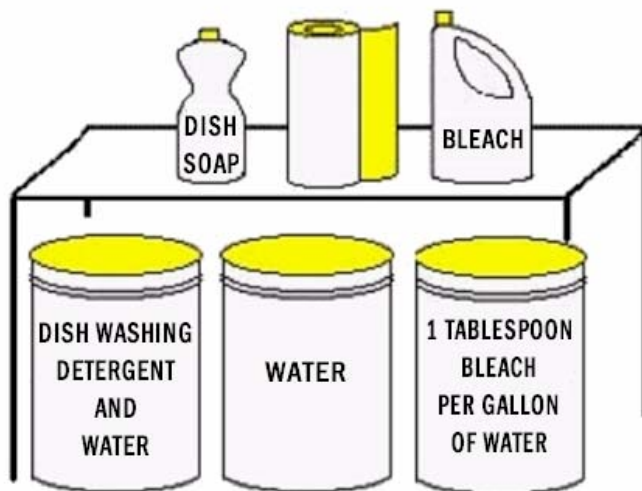
APPENDIX A: HAND-WASHING AND UTENSIL WASHING REQUIREMENTS

Hand-Washing Facilities – Provide a five (5) gallon water container with a dispensing valve to leave hands free for washing; a waste-water container; soap dispenser and paper towels for hand washing within the food booth. Hand-washing facilities shall be separate from the utensil washing sink.



Utensil-Washing Facilities – Booths with food preparation require three 5-gallon containers for the cleaning of equipment, utensils and for general cleaning purposes. One shall contain soapy water, one with clear rinse water, and, and the third a bleach/water solution (use 1 tablespoon of household bleach per gallon of water.)

NOTE: Additional facilities, such as a 3-compartment sink with running water, may be required where there is extensive food preparation, or where water, power, and sewer connections are available.



All wastewater must go to the sanitary sewer. Do not dump on ground or down a storm drain.

Farmer's Market Vendor Permit Proposal

To apply for a permit to sell prepackaged foods at a Certified Farmers' Market, fill out this proposal completely and submit the following items:

- *Shared Food Facility/Commissary Agreement (must be complete and signed)*
- *Health Permit Application*
- *Sample Food Labels for the products being sold*
- *Copy of the State Food Processing Registration from the facility where the food is processed and packaged if the product is produced for wholesale.*
- *Health Permit Fee (see current fee schedule)*

Proposals received less than two weeks prior to an event may not be approved if there is insufficient time to verify the information. Incomplete or illegible proposals will not be processed.

Business Name: _____

Mailing Address: _____

Owner Name: _____ Telephone: (____) _____

Farmers' Market location(s) you will be selling at: _____

- Sampling will will not take place

How will food samples be stored, protected, and distributed? _____

Travel time from commissary to Farmers' Market location(s): _____

Temperature control methods: _____

List all foods that will be sold:

- | | |
|----------|----------|
| 1. _____ | 5. _____ |
| 2. _____ | 6. _____ |
| 3. _____ | 7. _____ |
| 4. _____ | 8. _____ |

All foods must be prepared and stored in an approved food facility (CalCode). Photocopies of the permit for this facility (if not permitted by Marin County EHS) must be included with this proposal.

I have read and agree to the "Farmers' Market Vendor Requirements" and the "Guidelines for Sampling at Certified Farmers Markets" attached to this form.

Signature of Applicant

Date



SHARED FOOD FACILITY/COMMISSARY AGREEMENT

I. To be completed by APPLICANT — Please print or type.

Business Name	Bus. Phone	Bus. Fax
Business Address	City/State	Zip
Owner Name	Home Phone	E-mail Address

I hereby state that the above information is current, true and correct to the best of my knowledge and agree to utilize my approved commissary in accordance with the California Health & Safety Code. **(Note:** If this Commissary Agreement is modified or cancelled, and a new Commissary Agreement is not provided to this office, your permit to operate a food facility will be subject to suspension or revocation.)

Signature of Business Owner	Date
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II. To be completed by COMMISSARY OWNER/OPERATOR — Please print or type.

Commissary Name	Bus. Phone	Bus. Fax
Commissary Address	City/State	Zip
Commissary Owner Name	Home Phone	E-mail Address

I understand and agree to provide for the following requirements: (Check all that apply)

- | | |
|---|--|
| <input type="checkbox"/> sanitary wastewater disposal
<input type="checkbox"/> potable water
<input type="checkbox"/> proper disposal of refuse & garbage
<input type="checkbox"/> hot & cold water for vehicle cleaning
<input type="checkbox"/> food preparation area
<input type="checkbox"/> vehicle/cart storage (circle one) vehicle make/year _____ | <input type="checkbox"/> adequate storage for food/equipment
<input type="checkbox"/> utensil washing
<input type="checkbox"/> electrical hookups
<input type="checkbox"/> toilet & hand washing facilities
<input type="checkbox"/> overnight vehicle storage
<input type="checkbox"/> license plate # _____ |
|---|--|

I hereby declare that I hold a valid Environmental Health Permit to Operate a commissary as defined by the California Health and Safety Code §114326. (INCLUDE A COPY OF VALID ENVIRONMENTAL HEALTH OR STATE PERMIT.) I hereby declare and certify that the business named in Section I is operating out of the above commissary. I will notify Marin County Environmental Health, by written document, of any change in the status of my operation, my environmental health permit, or when this commissary agreement is terminated.

Signature of Commissary Owner/Manager	Print Name	Date
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III. To be completed by the local ENVIRONMENTAL HEALTH DEPARTMENT to verify the current commissary Health Permit when the above commissary establishment is located outside of Marin County — Please print or type.

The food establishment is located in _____ County and meets the commissary requirements set forth in the California Health and Safety Code §114326. The above checked requirements are available at the proposed commissary.

Signature of REHS	Print Name	Bus. Phone	Date
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**MARIN COUNTY
ENVIRONMENTAL HEALTH SERVICES**

PERMIT APPLICATION

Please complete, sign, and return with Remittance

Type of Business:		FOR APARTMENTS / POOLS		This Column for: OFFICE USE ONLY	
Name of Business:		# of Units: AP #: -			
SITE ADDRESS of Business:		REMARKS:			
Phone No:		I hereby certify that I am the owner or authorized representatives of the premises for which a permit is applied, and that said premises will comply with all laws and ordinances in effect or hereafter enacted. SIGNATURE of owner, partner, corp. officer, or agent. _____ DATE ____ / ____ / ____			
Owner's Name:				Permit Number:	
Owner's Address:				Element Code:	
email:				Health Inspector:	
Owner's Phone:				Annual Fee:	
MAILING ADDRESS-owner/property manager: (for billing/permitting)				\$	
email:					
Phone No:					

MAKE CHECK PAYABLE TO: MARIN COUNTY
 MAIL TO: ENVIRONMENTAL HEALTH SERVICES, 3501 CIVIC CENTER DRIVE, ROOM 236, SAN RAFAEL, CA 94903
 PHONE #: 415-499-6907 FAX #: 415-507-4120

ENVIRONMENTAL HEALTH SERVICES

FEES

As authorized by Title 7 of the
 Marin County Code
 and applicable Laws and Ordinances within
 Marin County

GENERAL INFORMATION

1. Any person who conducts business without a valid permit is guilty of a misdemeanor and is subject to fine and/or imprisonment.
2. Any application to construct or remodel a food establishment or public swimming pool must be accompanied by plans and specifications.
3. Delinquent Health Permits are subject to a 20% per month penalty.