Public Health
Seattle & King County

Farmers Market Coordinators' Information

FARMERS MARKET COORDINATOR RESPONSIBILITIES:

New markets:

- New markets must have a "field plan review" of the site completed by your Public Health inspector. The new farmer's market plan review fee is $504.

Annual Market Fee

- Tier 1 Farmers Market. 0-5 permitted farmers market temporary food establishments - $945
- Tier 2 Farmers Market. 5-16 permitted farmers market temporary food establishments - $1,134
- Tier 3 Farmers Market. 16 or more permitted farmers market temporary food establishments - $1,386
- Farmers Markets selling only non-Time/Temperature Control for Safety (TCS) produce (with no sampling) are exempt from the food code and fees.

Common Facilities

- Common facilities must be available prior to beginning the season.
- Before the market opens complete a review to assure the common facilities still meet the code.
- If the common facilities are at a nearby food service complete the commissary agreement letter.

Ongoing responsibilities through the market's season:

- The market coordinator or appointed representative must be on site whenever the market is open.
- Assure that food vendors have the correct permits.
- Vendors selling foods prepared in kitchens under permit by FDA, USDA, WSDA, and/or Public Health – Seattle & King County have copies of their permits
- Assure that vendors exempt from permit have a signed Exemption Form on site.
- Assure that vendors know where the common facilities are located.
- The market coordinator is responsible for monitoring **all** vendors for safe food practices including: temperature control of foods, foods sources, proper set up of a hand washing station, and food worker use of handwashing stations.
- The market coordinator's "checklist for vendors" is to be used by coordinators for each vendor each day the market is in operation.
- Coordinators may accept new food selling vendors during any part of the season. The new vendor must provide the approved Temporary Farmers Market Permit prior to beginning operation.

Coordinators assure that individual vendors meet the requirements

- Assure that vendors preparing food or cutting foods for sampling have food worker permits.
- Assure that farmers sampling produce have handwashing available in the booth, wash the produce that will be sampled and have no bare hand contact with the ready-to-eat produce samples.
- Proper hand-washing is available *and used* in all booths that offer unwrapped food or samples.
- All ready-to-eat foods are being handled with a barrier (no bare-hand contact with ready-to-eat foods).
- Foods are under proper temperature control.

For information about Farmers Markets, call the Public Health district office nearest to where the market is located:

Downtown Environmental Health: 206-263-9566
Eastgate Environmental Health: 206-477-8050

The Farmers Market information packet and temporary permit applications can also be found on our website:
https://kingcounty.gov/en/dept/dph/certificates-permits-licenses/food-business-permits/farmers-market-permit

Types of Foods Served at Farmers Markets

- **Fruits and vegetables:** Non-TCS, non ready-to-eat, minimally cut unprocessed fruits and vegetables may be sold without a permit. Temporary permits are required for cut melons, sprouts or cut leafy greens. Farmers Markets selling only non-TCS produce (with no sampling) are exempt from the food code and market fees.

- **Sampling:** Sampling may occur provided the vendor has **handwashing in the booth**, protects the samples from contamination, and serves the samples with single service utensils such as toothpicks. TCS foods can be sampled as long as they are hot or cold. Permits will depend on the type of food sampled. A coordinator may obtain a permit to provide a demo booth for the whole market, and will then be responsible for meeting all the permit requirements.

- **Foods Exempt from Permit:** Vendors selling, or sampling foods exempt from permit but not the food code need a completed "Application for Exemption from Permit" on site. These foods include farmers sampling produce, kettle corn, corn on the cob, roasted nuts, whole roasted peppers, etc. The Application for Exemption Form is attached.

- **Foods Exempt from the food code - Commercially prepared and packaged:** These are ***non***-TCS foods (refrigeration not required) that may be sold without a permit. They do not need to meet any food code requirements, as long as they are sold in their original intact package (examples: canned pop, wrapped cookies, bagged chips, packaged toffee, jam).
  - Commercially prepared means food prepared in a commercial kitchen under permit from US Department of Agriculture (USDA), Food and Drug Administration (FDA), Washington State Department of Agriculture (WSDA) and/or Public Health- Seattle & King County. **Home canned products are never allowed.**

- **Commercially packaged dairy products** may be sold in intact cartons held at 41º F or less. The sale of commercially packaged dairy products requires a permit. This includes milk, cheese, yogurt, etc. Raw milk must be properly labeled, and the raw milk warning label prominently displayed.

- **Properly labeled eggs** held at 45ºF or less, may be sold by the farmer without a health department permit. Contact Washington State Department of Agriculture for permit and labeling requirements.

- **Bulk Foods:** Foods sold in bulk, like coffee beans, dried beans, lentils, granola, whole grains, dried fruit, etc., may be sold in bulk if hand-washing is available. There can be no bare hand contact with ready-to-eat bulk foods. If the foods are self-serve, utensils must be available for the public to use.

- **WSDA permitted Cottage Food Operations**: non-TCS baked goods, jams, jellies, preserved fruit butters and other non-TCS foods identified on the WSDA Cottage Food Processor Permit may be sold by the permit holder. The foods need to be prepackaged and labeled. Except a container of bulk baked goods may be sold with a product label sheet containing all the required labeling information. The label should include the statement "Made in a Home Kitchen that has not been subject to standard inspection criteria." A copy of the WSDA Cottage Food Permit must be posted in the booth.

- **Farmers Marker Temporary Food Service Permits:** Applications are available at our district offices or online at https://kingcounty.gov/en/dept/dph/certificates-permits-licenses/food-business-permits/farmers-market-permit

- The type of farmers market temporary permit required is based on the type of food served.

FOODS EXEMPT FROM THE FOOD CODE AND NOT CONSIDERED A FOOD SERVICE ESTABLISHMENT - WAC 246-215 (48) (c)

A Health Department Permit is not required

- An establishment that offers only food that is not Time/Temperature Control for Safety (TCS) food prepackaged in a licensed food establishment or food processing plant.
- An establishment that offers only minimally cut unprocessed fruits, vegetables and fresh herbs that are non-TCS food or ready-to-eat food.
- An establishment that offers only ready-to-eat food that is non-TCS food produced in a licensed food establishment or food processing plant (such as premixed soda pop, powdered creamer, pretzels, cookies, doughnuts, cake, or meat jerky) that are served without direct hand contact, with limited portioning, directly onto or into sanitary single-use articles or single-service articles from the original package.
- An establishment that offers only non-TCS hot beverages (such as coffee, hot tea, or hot apple cider) served directly into sanitary single-service articles. The addition of milk, cream, almond milk, etc. requires a permit.
- An establishment that offers only dry, non-TCS, non ready-to-eat foods (such as dry beans, dry grains, in-shell nuts, coffee beans, tea leaves, or herbs for tea)
- An establishment that offers only prepackaged frozen confections produced in a licensed food establishment or food processing plant

Daily Checklist

Checklist Date _____

VENDOR	HANDWASH SET UP COMPLETE	HANDS WASHED IN BOOTH	FOOD PROTECTED SNEEZE GUARDS	PRODUCE FOR SAMPLES WASHED	NO BAREHAND CONTACT	FOOD TEMPS *HOT: 135° and above Recheck if not hot enough		FOOD TEMPS *COLD 41° and below Recheck if not cold enough		CORRECTIVE ACTION

Notes:

- *Permits:* A copy of the required permit must be available for every food vendor. This includes WSDA food processor permits, temporary permits or exempt from permit forms. Meat or fish from USDA or WSDA permitted facility.
- *Food Worker Permit(s):* Each vendor needs a copy in the booth.

To complete the checklist: *Vendor:* List ALL food vendors by name

- *Handwashing Set-up:* At least five gallons of warm water from an insulated container with a free-flowing spigot; soap and paper towels and waste container available. If not set up properly, food handling must stop. Handwash must be set up prior to handling any food. Hands must be washed as needed. It should be obvious that hands were washed (water in waste bucket, paper towels in waste, etc.)
- *Food Protected:* All food protected from contamination. Sneeze guards as needed.
- *Barehand Contact:* No bare hand contact with ready-to-eat foods. Use utensils, gloves, bakery papers etc.
- *Food Temperatures:* Hot or cold or both, record food item plus temperature. Recheck any food temperatures that were not correct at the first round and record temperature. Reheat food to 165° F before hot holding.
- *Corrective Actions:* Record what action taken (i.e. reheated, handwash set up, soap obtained, ice added, food discarded for any "no" observed)

FORM MUST BE KEPT ON FILE AT THE MARKET AND GIVEN TO HEALTH INSPECTOR DURING VISITS

Coordinator Signature _____