

Application Form for Farmer's Market Vendor

Please be advised that it is the responsibility of the Farmer's Market Vendor to complete the form below and send it to the event organizer who will then send all completed forms to Niagara Region Public Health. Niagara Region Public Health will not accept individual applications.

Requirements to operate as a vendor at a Farmer's Market

Please be advised that full compliance with this guideline will be required at all food booth locations. Failure to comply will result in Niagara Region Public Health refusal to approve your premises.

This guideline is divided into two sections:

1. Section 1 addresses food booths where there is no food preparation (i.e., selling pre-packaged non hazardous food and/or produce only).
2. Section 2 addresses food booths at which there is food preparation and/or service of hazardous food *or* food samples are available to the public.

GETTING STARTED:

1. Fill out application and submit it to the event organizer at least one month prior to opening.
2. All food must be prepared in an inspected facility.
3. Operators must contact Niagara Region Public Health for a pre-opening inspection/consultation.
4. Once approval has been granted by Niagara Region Public Health, consult City Hall for business license approval.

SECTION 1

No on-site food preparation (selling produce or pre-packaged non hazardous food i.e. cookies)

General Food Safety

- Only pre-packaged foods and/or produce are to be sold from these booths.
- All foods must be obtained from approved sources and/or prepared at an approved food premises (i.e., inspected premise).
- Smoking is not permitted in any area where food is prepared or sold.
- For regulations and specifications regarding the sale of other farm fresh foods, such as, but not limited to honey, maple syrup and apple cider, contact the Ontario Ministry of Agriculture and Food at 1-888-466-2372 or www.gov.on.ca.

Food Transportation and Storage

- Foods are to be covered during transportation to protect them from dust, dirt, insects and other foreign objects.
- Food is to be transported and stored in food-grade containers that are not used for any other purpose.
- Foods must be stored on shelves located at least 15cm (6") off the floor.

Labelling

- All foods that are sold in a packaged form are to be labelled with the manufacturer's name and phone number and the date prepared.
- Contact the Canadian Food Inspection Agency (CFIA) at 1-800-667-2657 or www.inspection.gc.ca for information regarding ingredient labelling.

**SECTION 2 - On-site preparation and/or service of hazardous foods
OR food samples are available to the public**

General Food Safety

- All foods must be obtained from approved sources and/or prepared at an approved food premises.
- The internal temperature of hot food must be maintained at 60°C (140°F) or higher. The internal temperature of cold food must be maintained at 4°C (40°F) or lower. Probe thermometers must be used to check food temperatures. High risk foods cannot be left out at room temperature.
- **Mechanical refrigeration is required.** Indicating thermometers are required for all refrigerated compartments to verify cold holding temperatures.
- The sale of grade C and/or ungraded eggs is prohibited. Eggs must be graded at an approved egg grading station prior to being offered for sale. Proof of grading must be available. Mechanical refrigeration is required for cold holding of all eggs.
- Raw foods must be displayed and handled separately from cooked foods and produce in order to avoid cross contamination. Use separate utensils to handle raw and cooked or ready-to-eat foods.
- Food must be protected from contamination through the use of protective barriers (i.e., plastic wrap, foil, mesh covers, enclosed in cabinets).
- All canned/preserved foods (jams, jellies, pickles, etc.) must be packaged in new, sterile jars and must be sealed with vacuum lids.
- Foods must be handled with tongs, spoons, napkins or clean disposable wrap.
- Cutting boards and surfaces are to be made of hardwood or plastic and in good condition. Separate cutting boards must be provided for raw and ready-to-eat foods.
- Preserves (Jams, jellies, mustards, sauces, vinegars, flavoured oils, etc.):
 - All preserves must be prepared from an approved, inspected site
 - Portions can be prepared by vendor
 - Squeeze bottle type containers can be provided for customer use
 - Preportioned individual containers
 - If samples are prepared by the vendor for sampling, the vendor is required to comply with all listed requirements herein
 - Adequate protection must be provided for all sampling crackers, breads, etc. by means of cough-sneeze guard or other approved barriers. ***NOTE:** No utensils (single or multi-use) permitted for public

Food Transportation

- Foods are to be covered during transportation to protect them from dust, dirt, insects and other foreign objects.
- Food is to be stored and transported in food-grade containers that are not used for any other purpose.
- Hazardous foods must be stored on shelves located at least 15cm (6") off the floor.
- Hazardous foods must be transported at 4°C (40°F) or lower for cold hold foods or 60°C (140°F) or higher for hot hold foods.

Foodhandlers

- Foodhandlers are to be clean and wear clean outer garments.
- Foodhandlers are not to smoke anywhere within the food preparation/serving area.
- Hair is to be confined. i.e. hat or hairnet
- Foodhandlers must be free from infectious agents that may be spread through food or water.

Handwashing

HANDWASHING IS THE SINGLE MOST IMPORTANT MEANS OF PREVENTING THE SPREAD OF INFECTION!

Wash your hands:

- Thoroughly with soap and water.
- Before and after your work shift
- Before and after food preparation
- After handling contaminated items. (i.e., raw food, money)
- Before and after going to the washroom
- Anytime your hands become soiled
- Before and after coffee breaks
- After coughing, sneezing or touching your nose, mouth or face
- Before and after eating and drinking
- After smoking
- After handling pets or animals
- A separate handwash sink is required in the food preparation area supplied with a potable water source (including hot/cold water under pressure), soap in a dispenser and single service paper towels. (A blend of hot and cold water in a single dispenser equipped with a spigot that can remain open on its own is acceptable) A receiving container is required for waste water that is to be disposed of in a sanitary manner.

GLOVES ARE NOT TO BE A SUBSTITUTE FOR HANDWASHING. WASH HANDS BEFORE PUTTING ON A NEW PAIR OF GLOVES IF GLOVES ARE BEING USED.

IF ONLY ONE PERSON IS OPERATING A BOOTH ENSURE HANDS ARE WASHED AFTER HANDLING MONEY AND BEFORE HANDLING FOOD.

Cleaning and Maintenance

Utensil Washing

- A two-compartment sink (or two sinks) is required and used for the cleaning and sanitizing of utensils. These sinks are to be suitable in size to accommodate the utensils being washed.
NOTE: In addition to the above utensil wash a separate hand wash station must be available for hand washing only.
- Cloths used for cleaning must be stored in a container of sanitizing solution (i.e., Bleach solution 2mls bleach to 1 litre water) Note: the concentration was too much as stated and not necessary to use tepid water due to the fact the water will cool anyway. The solution is to be changed frequently and cloths laundered when they become soiled.
- All garbage and waste is to be disposed of in containers with lids made of durable, leak proof and non-absorbent material. Garbage is to be removed as often as necessary.
- All wastewater is to be collected and disposed of in a sanitary manner.
- Provide receptacles for collection of garbage and other waste.

Remember...

In order to reduce the potential of food borne illness, remember to:

- Store hot foods at 60°C (140°F) or higher
- Store cold foods at 4°C (40°F) or lower using mechanical refrigeration
- Provide a thermometer to all cold holding units to verify cold holding temperatures.

Hazardous foods are not to be held at room temperature.

APPLICATION FOR FARMER'S MARKET VENDOR

Please be advised that it is the responsibility of the Farmer's Market Vendor to complete the form below and send it to the event organizer who will then send all completed forms to Niagara Region Public Health. Niagara Region Public Health will not accept individual applications.

Name of Applicant:	
Address:	
Telephone Number:	
Location of Market:	
Food Being Sold/Served at Market:	
Location Where Food is Being Prepared:	
Food Supplied By:	
Describe Method of Keeping Food COLD On-site:	
Describe Method of Keeping Food HOT On-site:	
Describe Methods of Keeping Food HOT/COLD During Transportation:	
Describe Your Hand/Utensil Washing Set-up:	
Signature:	Date:

For further information please contact Niagara Region Public Health
Niagara South 905-356-1538
Niagara North 905-688-8248 ext. 7230, 1-888-505-6074