



PIKE PLACE MARKET

2017 Pike Place Market Farm Permit Application - New Vendor

Open 7 Days a Week

CONTENTS

- Section 1: Vendor Contact Information
- Section 2: Business/Farm Identification
- Section 3: Business/Farm Location
- Section 4: Farmers Market Products
- Section 5: Selling at Farmers Markets
- Section 6: Reselling at Farmers Markets
- Section 7: Permits, Licenses, Insurance and Certifications
- Section 8: Help Us Promote Your Business!
- Section 9: Miscellaneous
- Section 10: Daystall Rental Agreement
- Section 11: Health Department Guidelines

SECTION 1:

Contact Information

- 1.1 Primary Contact: _____
Phone Numbers: Home _____ Cell _____ Other _____
Email: _____
What is the best way to contact this person during the market season?
 Home Cell Email Other _____
- 1.2 Secondary Contact: _____
Phone Numbers: Home _____ Cell _____ Other _____
Email: _____
What is the best way to contact this person during the market season?
 Home Cell Email Other _____
- 1.3 Who is the primary person responsible for farmer market sales?
Name _____
Relationship to business: _____
Contact Info: _____

SECTION 2:

Business/Farm Identification

- 2.1 Business Owner (s): _____
- 2.2 Farm/Trade Name: _____
- 2.3 Business Name (as on license): _____
- 2.4 Are you licensed as a business in the state of Washington? Yes No
- 2.5 UBI Number: _____
- 2.6 Year Business Started: _____
- 2.7 Mailing Address Address _____
City _____ State _____ Zip _____

Repeat for each business involved in raising, growing, processing, or otherwise producing goods you sell at a farmers market (attach on separate sheet if necessary).

- 2.8 How is your business incorporated?
- Sole Proprietor
 - Corporation, Limited Liability Company
 - Partnership or Joint Venture
 - Limited Partnership, Limited Liability Partnership
 - Trust, Estate, or other entity
 - Cooperative
 - Non-Profit Corporation or Educational Institution

- 2.9 What was your gross farm income last year?

- Under \$5,000
- \$5,000 to \$9,999
- \$10,000 to \$24,999
- \$25,000 to \$49,999
- \$50,000 to \$99,999
- \$100,000 to \$249,999
- \$250,000 to \$499,999
- \$500,000 or more

- 2.10 How many people does your farm employ? Full time _____ Part time _____

- 2.11 Vendor Type:

- Farmer** and/or Farmer selling processed/value-added goods with produce they have raised/grown
- Food Processor**, value added goods or agricultural products not raised or grown by vendor
- Prepared Food**

SECTION 3:

Business/Farm Location

3.1 What is the primary physical address for your farm or business (if different from your mailing address):

Address _____ City _____ State _____ Zip _____

3.2 How many total locations does your business manage for production, processing, packing, or storage of your products to be sold at farmers markets? _____

3.3 Total acres of **owned** farm operation land: ____ Total acres of **rented** farm operation land: ____ N/A: ____

3.4 **PARCEL INFORMATION**

Please list and describe each parcel (s) your farm **OWNS** or **LEASES**. In addition, please **ATTACH A COPY OF THE PROPERTY TITLE AND / OR PROPERTY TAX DOCUMENTATION** and a **PRINTED GOOGLE MAP** for each individual parcel. If you have more than four parcels, please attach an additional sheet.

PARCEL 1:

Site Name: _____

Physical Address: _____

Latitude & Longitude: _____

Parcel ID#: _____

Owner: _____

Description:

Purpose/Use (crop production, livestock, packing, storage, cold storage, processing, etc) _____

Total Size: _____

Infrastructure on site (buildings, greenhouse, etc): _____

Irrigated or Non-irrigated?: _____

PARCEL 2:

Site Name: _____

Physical Address: _____

Latitude & Longitude: _____

Parcel ID#: _____

Owner: _____

Description:

Purpose/Use (crop production, livestock, packing, storage, cold storage, processing, etc) _____

Total Size: _____

Infrastructure on site (buildings, greenhouse, etc): _____

Irrigated or Non-irrigated?: _____

PARCEL 3:

Site Name: _____

Physical Address: _____

Latitude & Longitude: _____

Parcel ID#: _____

Owner: _____

Description:

Purpose/Use (crop production, livestock, packing, storage, cold storage, processing, etc) _____

Total Size: _____

Infrastructure on site (buildings, greenhouse, etc): _____

Irrigated or Non-irrigated?: _____

PARCEL 4:

Site Name: _____

Physical Address: _____

Latitude & Longitude: _____

Parcel ID#: _____

Owner: _____

Description:

Purpose/Use (crop production, livestock, packing, storage, cold storage, processing, etc) _____

Total Size: _____

Infrastructure on site (buildings, greenhouse, etc): _____

Irrigated or Non-irrigated?: _____

SECTION 4:

Farmers Market Products

4.1 List all the farm and livestock products you intend to sell through the farmers market.

- Flowers
- Vegetables
- Tree fruit, tree nuts, &/or other orchard products
- Berries
- Red meat, poultry, rabbit or other meat (cuts and meat products)
- Milk, cheese, eggs and other dairy
- Honey
- Seafood and shellfish
- Foraged items
- Garden seeds, nursery starts
- Other farmed goods

4.2. Please list all of your value-added or processed products that you hope to sell at the farmers markets.

- Baked goods including breads and pastries
- Cider or juice
- Dried or dehydrated fruit, vegetables, greens, herbs, or flowers
- Dried flowers, wreaths, and Christmas greens
- Dried, smoked or processed meats or jerky
- Essential oils or other botanicals
- Flour, baking mixes, wheat berries
- Frozen baked goods (e.g. pies)
- Frozen fruits
- Jams, jelly, salsa, syrups, chutney, butters
- Roasted peppers or other crops
- Value-added hive and honey products
- Vinegars or pickled products; including krauts, kimchi, kombucha, salad dressing
- Wine, hard cider, beer, spirits or other liquor
- Fiber products
- Body care or personal products, including soaps, lotions, salves, balms
- Edible pet products (e.g., treats)
- Other, please describe _____

Parcel #	Livestock & animal products (including honey)	Species/Breed	Amount/Number Raised	Harvest Season (month to month)	Intended Production

Parcel #	Other Farm Product	Variety	Growing Season (month to month)	Harvest Season (month to month)	Intended Production

4.4 Do you contract with anyone to raise, manage or otherwise assist in the production of your livestock or crops?

SECTION 5:

Reselling at Farmers Markets

5.1 Do you sell any product (s) at any farmer markets that your farm/business did not grow, raise or otherwise produce? If so please list them below.

No

Yes (list them below)

Product	Variety	Amount	Season Brought to Market	Source of Product

SECTION 6:

Selling at Farmers Markets

6.1 Which farmers markets do you plan on selling at in 2016?

6.2 What percentage of your annual production was sold through farmers markets last year?

- None/0%
- 1 to 24%
- 25 to 49%
- 50 to 74%
- 75 to 99%
- 100%

6.3 What percentage of your farmer income comes from the following:

Farmers Markets _____
Restaurants _____
Wholesale _____
CSA _____
Other _____

6.4 How do you identify and label your farmers market products (please include a copy of the certificate)?

- Organic
- Sustainable
- Local
- Free-range
- Heirloom
- Heritage
- Chemical or pesticide-free
- Good Agricultural Practices or Global GAP
- Good Handling Practices
- Other: _____

6.5 Are you currently authorized to accept WIC (Women, Infants, and Children)/Senior FMNP (Farmer Market Nutrition Program) checks?

- Yes
- No- If not, are you interested in signing up to accept WIC/SFMNP checks? Yes No

SECTION 7:

Permits, Licenses, Insurance and Certificates

7.1 General Commercial Liability Insurance information (if applicable).

Provider/carrier _____
Policy number _____
Limit _____

7.2 Product Liability Insurance information (if applicable).

Provider/carrier _____
Policy number _____
Limit _____

7.3 City of Seattle Business Number: _____

7.4 Licenses and Permits (please attach copies of applicable licenses or certificates):

- Licensed Food Processor Facility
- Food Processor License
- Organic Certification
- Good Agricultural Practices (GAP)
- Good Handling Practices (GHP)
- Milk Processing Plant (Grade A Dairy) License
- Milk Producers License
- Cottage Food Permit
- Other

7.5 Other Specialty Licenses (please attach copies of applicable licenses or certificates):

- Nursery License
- Egg Handler/Dealer License
- Washington State Liquor Control Board Endorsement
- Weighing and Measuring Devices (scales)
- Other

7.6 Please list all apiary hives and their locations (hives must be registered with WSDA; please attach proof of apiary registration):

7.7 Seattle-King County Dept. of Health Permits (please attached copies of any permit you are required to have):

- | | |
|---|---|
| <input type="checkbox"/> Minimal Temporary Food Permit | <input type="checkbox"/> Temporary Food Establishment |
| <input type="checkbox"/> Moderate or Complex Food Service Application | <input type="checkbox"/> Food Worker Permit |
| <input type="checkbox"/> Farmers Market Exempt from Permit | <input type="checkbox"/> Commercial Kitchen Permit |
| <input type="checkbox"/> Retail Food Establishment | <input type="checkbox"/> Other |

SECTION 8:

Help Us Promote Your Farm Business

8.1 What information about your farm/business can we share with the public sponsors, media and other promotional outlets?

	Your Information	Permission to share or N/A
Name		
Phone Number		
Email		
Website/Facebook		
Instagram		
Twitter		
Photos		

8.2 Is there anything else you would like customers to know about your product or farm?

SECTION 9:

Miscellaneous

9.1 Do you currently have cold storage? If so what size and where _____

Yes No

9.2 Do you need cold storage? If so what size and when _____

Yes No

9.3 Do you use greenhouses or high tunnels? Please list how many, where they are located and what you grow.

9.3 If you hire a **cart pusher** that is granted access to storage and cooler areas, please list their name below. As a permit holder, you are responsible for ensuring the cart pusher is registered with the PDA. Please see the attached registration form.

Cart Pusher Name(s): _____

SECTION 10:

Daystall Rental Agreement

This rental agreement is between [REDACTED] (hereafter referred to as “the vendor”) and the Pike Place Market Preservation and Development Authority (hereafter referred to as “the PDA”).

The vendor agrees to abide by all sections of the PDA Daystall Rules and Regulations as heretofore and hereafter amended (hereafter referred to as “the Daystall Rules”), including those cited in this rental agreement and those not specifically referred to herein. Copies of the Daystall Rules are available in the PDA office.

NOTIFICATION REQUIREMENTS. The vendor agrees to notify the Market Master in writing at the address above of any of the following within ten (10) days of their occurrence: address changes, product line changes requiring re-inspection, changes in partnership status, and prolonged illness or absence from the Market.

- 2) ATTENDANCE REQUIREMENTS. The vendor agrees to meet the attendance requirements as specified in the Daystall Rules. At present, any farmer employing an agent must sell in person at his or her rented Daystall at least one day in any week in which the agent sells for that farmer at the Market. The person selling as the farmer must be a family member named on the farm permit and actively involved in and / or management of the farm.
- 3) AUTHORITY OF THE MARKET MASTER. The vendor agrees to comply with requests of the Market Master pertaining to enforcement of the Daystall Rules concerning display practices, market practices, resolution of consumer complaints, and other practices specified in the Daystall Rules.
- 4) USE OF SELLING SPACE. The PDA will assign selling space to the vendor in accordance with the Daystall Rules, making every effort to accommodate all farmer permit holders. Such selling space will be within the Pike Place Historical District as defined in Section 2 or Ordinance 100475 (Section 25.24.020 of the Seattle Municipal Code), now or as hereafter amended.
- 5) TERM AND TERMINATION. The term of this agreement shall be for a period beginning on the date of execution of this agreement and continuing until December 31, 2016, so long as the vendor remains a valid permit holder and otherwise complies with the terms of this agreement and the Daystall Rules. The PDA may terminate this agreement by suspending or revoking the vendor's permit in accordance with the procedures provided for in the Daystall Rules.
- 6) RENT. Rent payable by the vendor pursuant to this agreement is as provided in the Daystall Rules.
- 7) TRADEMARK. The PDA grants the Vendor the right to the use of the trademarks registered by the PDA for items that are sold in accordance with the Daystall Rules and Regulations, by the Vendor, or his or her agent, on the Daystall tables. Off site use of the trademark can be authorized with the consent of the PDA Executive Director or Designee.
- 8) RULES AND REGULATIONS the Vendor has read and acknowledged the farm specific guidelines stated below:
 - Vendor understands that the Market stall fee due for each Market day will vary according to the current Daystall Rules & Regulations.
 - Vendor has read and understands the current Daystall Rules regarding the definition of eligible farm products sold on Pike Place Market farm tables and is bound by the terms and conditions outlined therein. Vendor is also responsible for making sure that any staff/family who work at the market read and understand the eligible product guidelines.
 - Vendor will sell only what is listed on this application or what is approved by the Market Master.
 - Effective January 1, 2010 the vendor understands that sales totals can be collected from any vendor who sells outside on Pike Place on any day the Market is in operation including but not limited to farm days on the cobblestone and special events.

- Vendor is responsible for the quality and safety of all products sold. Vendor shall indemnify, keep and save harmless the Pike Place Market Preservation & Development Authority and/or the City of Seattle, the Seattle Department of Transportation, and the Seattle Fire Department from and against, any and all claims and demands, whether for injuries to persons, or loss of life, or damage to property, on or off the premises, arising out of the use or occupancy of the premises by vendor or food borne illness and shall defend at vendor's own expense any action brought against the Pike Place Market Preservation & Development Authority and any of the above mentioned City of Seattle departments or any other person or organization with which Pike Place Market Preservation & Development Authority has a contractual relationship by vendor's acts or omissions.
- Vendor understands that children brought to the market site are under the same rules and liabilities as adults. Vendors must be responsible for their children, and know that children who wander off the market site are not protected under liability contracts.
- Vendor must comply with all Pike Place Market Sampling Guidelines as described in this application. Any vendor who fails to do so will be asked to stop sampling immediately and will be required to post a "no sampling" sign in their booth for the remainder of the day. Furthermore, any vendor who demonstrates a continued inability to comply with the guidelines may be prohibited from sampling in general and required to post a "no sampling" sign on any day that they sell. **Continued inability to comply after three warnings may also result in administrative action.**
- Farm inspections can be conducted at any time. Newly applying farms will be contacted to schedule and arrange for a farm visit and inspection prior to selling.
- The PDA occasionally uses photos of farms and farm tables in promotional materials (including, but not exclusive to, advertising, brochures and on the website).

By signing below I, [redacted], verify that all information, forms, permits, and/or other documents returned with this application are, to the full extent of my knowledge, true and correct. I also acknowledge that I understand and accept the current Daystall Rules and Regulations in their entirety. I understand that any and all changes to information, forms, permits, and/or any other documents returned must be promptly reported to the Farm Department. I understand that any falsification or inaccurate reporting of said information can result in disciplinary action up to and including loss of permit.

PERMIT HOLDER(S):

[redacted]

PERMIT HOLDER

[redacted]

DATE

[redacted]

PERMIT HOLDER PARTNER (if applicable)

[redacted]

DATE

PIKE PLACE MARKET PRESERVATION AND DEVELOPMENT AUTHORITY

STAFF

DATE

Please return Sections 1-10.

Keep Section 11: Health Department Guidelines for your records.

SECTION 11:

Health Department Guidelines

The following guidelines are mandatory for any Daystall farmer sampling inside or outside (on the street) of the Pike Place Market or any farmer sampling at a Pike Place Express Market. It is the responsibility of the permit holder to be sure that all of the following guidelines are strictly observed at their tables at any time a product is being sampled. The guidelines are listed according to the products they apply to.

Any Product:

- Hand washing station present in booth or behind table consisting of a five gallon container of hot, free flowing water, hand soap, paper towels, and a bucket to catch waste water. Hand washing stations may be shared between two farmers only if they both have tables directly next to each other and the station is located directly behind and in between both of them (two outside booths may not share).

Exemption: If samples are prepackaged in an approved kitchen before being brought to the market and are never handled by anyone between then and when it is sampled, a hand washing station does not need to be present.

- Food Handlers Permits for everyone working that day (you must be able to present a copy when asked).
- No bare hand contact with food whatsoever. Gloves, tooth picks or single service articles of a similar variety may be used. If single service articles are present at the front of the booth for customers to ample as they please, there must be something in place to ensure that customers only touch one at a time (i.e. a dispenser).
- If sampled product is not stored behind counter, there must be a sneeze guard or similar protective barrier protecting any sampled product.
- If utensils are used, sanitizer water should be present. Sanitizer water must be replaced every two hours or when water becomes cloudy or murky – whichever comes first.

Produce:

- All sampled produce must be washed. Hand washing stations may not be used to wash produce. Correct sinks must be used or a separate produce washing station must be set up at booth or behind table.

Perishable Items (anything that must be stored below 41 degrees F):

- Samples can not be kept above 41 degrees F for more than four hours. Any product stored above 41 degrees F must be timed and either returned to the proper temperature before four hours has passed or disposed of after four hours has passed.

GUIDELINES FOR TEMPORARY FOOD SERVICE ESTABLISHMENTS 2014

Application

Submit completed application with fees to the local health department office at least 14 days before event begins. No applications will be accepted 1-2 days prior to the event without supervisor approval.

Late Fee (see application)

Late fees will be charged for applications received 3-5 days before the event, and issuance of the temporary permit will be subject to the approval of the Health Officer.

Food Worker Cards

At least one person with a valid [Food Worker Card](#) must be present during all times of operation.

Menu

Keep the menu simple. Cook to order as much as possible. Some menu items may not be appropriate for a temporary food booth. Check with your local Health Department Office if you have questions.

Food Preparation

All food preparation must be done in a licensed, permitted facility. Food preparation in a booth is limited to cooking and portioning. Home preparation of foods is allowed only by community, non-profit organizations when such items are not considered to be potentially hazardous. No cutting up of raw meat or fish will be allowed.

Temperature Control

Keep potentially hazardous foods out of the danger zone.

Cold Holding - Cold holding of potentially hazardous foods must be below 41° F.

Hot Holding - Hot holding of cooked potentially hazardous foods must be at or above 135° F.

Cooling - No cooling of potentially hazardous food is allowed in the booth. **Do not** use leftovers. Leftovers **must** be discarded.

Reheating - Potentially hazardous foods must be reheated to 165° F within 60 minutes.

Thermometers

A thermometer must be available and used to check internal food temperatures. Thin foods such as hamburgers need to be measured with a digital thermometer that is tip sensitive. Thermometers are also needed in all refrigerators.

Booth Rules

Only food service workers are allowed in the booth. No outsiders should be present. Do not smoke or eat in the booth.

Mobile Vehicles

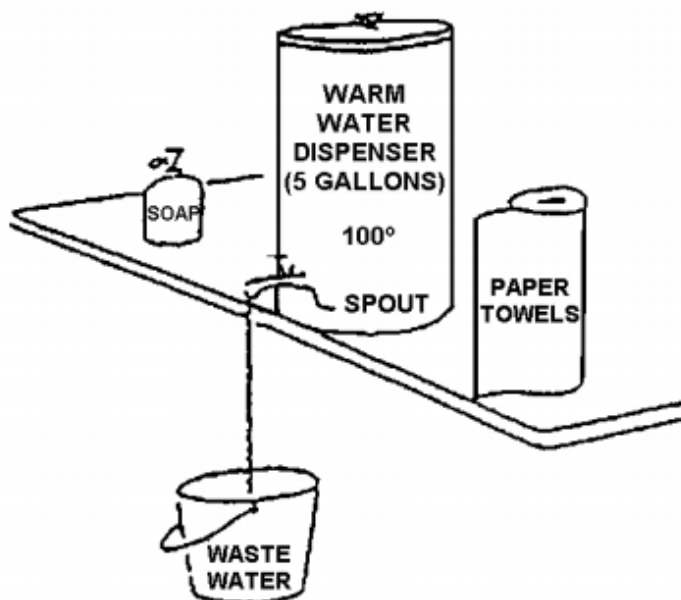
All mobile vehicles must contact Labor & Industry at 360-902-4959 to insure your vehicle meets their guidelines.

Illness

No person who is sick, vomiting, has diarrhea or who has open sores or infected cuts on his/her hands, shall work in any temporary food establishment.

Hand Washing

Hand washing must be available in each booth. A minimum of a 5 gallon insulated container with a continuous-flow spigot of warm running water at 100° F to 120° F must be provided. A bucket for wastewater, pump soap and paper towels must be set up and available at all times. **Use it often!**

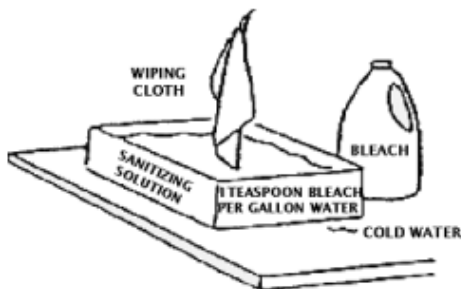


Wiping Cloths

Wiping cloths used for cleaning food spills or wiping work surfaces, equipment, etc. must be kept in a clean, sanitary condition, moistened with an approved sanitizing solution (EPA certified with labeling instructions for food service) between uses.

Recipe for Sanitizing Rinse Solution:

1 tsp. bleach per gallon of cool, clean water.



PROPER STORAGE OF WIPING CLOTHS

Utensils

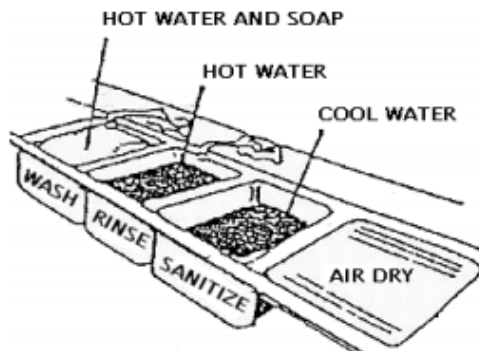
Only single service articles for use by consumers are allowed (unless adequate dishwashing facilities are provided at the event).

Utensil Cleaning

Access to utensil cleaning facilities must be provided within 200 feet. A 3-compartment sink with hot and cold running water under pressure (or a commercial dishwasher) to wash, rinse and sanitize utensils is required when:

- a. Equipment or utensils are reused on site; or
- b. Event is 2 or more days in operation.

Exceptions are subject to the approval of the Health Officer.



DISTRICT HEALTH CENTERS

DOWNTOWN
401 - 5th Avenue, 11th Floor
Seattle, WA 98104
(206) 263-9566

EASTGATE
14350 S.E. Eastgate Way
Bellevue, WA 98007
(206) 296-4632

Wastewater

All wastewater from booth (sanitizing solutions, hand wash wastewater, etc.), must be disposed of in a sanitary sewer. Access to a utility sink shall be provided when necessary for high volume wastewater disposal. Events on septic systems must have Health Department approval.

Restrooms

Toilet facilities must be provided and accessible at all times of operation for use by food service workers. Facilities must include hand sink with hot and cold running water.

Booth Construction

Construct booths to minimize:

- a. Public access
- b. Dust
- c. Mud
- d. Overhead contamination

Grills

Separate grills and other cooking devices from public access by using ropes or other approved methods (minimum of a 3 foot separation).

Additional Requirements

The Health Officer may impose additional requirements to protect against health hazards related to the operation of the temporary food service establishment and may:

- a. Limit preparation steps; or
- b. Prohibit some menu items.

20. We only approve your application for a temporary food service establishment from the Seattle-King County Department of Public Health. Other permits and inspections may be required by other agencies. Operating this establishment without these permits and inspections may result in legal action by the appropriate agencies.

Questions

Please call your local Environmental Health Office (listed below) for further information.