



Pike Place Market Preservation & Development Authority (PDA)

Info@PikePlaceMarket.org • P: 206.774.5225 • F: 206.786.7317

PIKEPLACEMARKET.ORG • 85 PIKE STREET, ROOM 500 • SEATTLE, WA 98101

Welcome to the Pike Place Market. The documents enclosed are the 2014 Farm Program Application for new farmers and the 2014 Daystall Farm Table Lease Agreement.

Please return the following six documents:

- **Daystall Farm Application** (sections 1 and 2)
- **Proof of Land Documentation** (copy of lease or current property taxes)
- **Daystall Farm Permit Agreement** (signed)
- **Proof of Organic Certification** (if applicable)
- **Proof of Apiary Registration** (if applicable)
- **Proof of Processors License** (if applicable)

For land you own, please include your current year's property tax documentation. For land you lease, please enclose your current lease agreement. It is important for us to maintain accurate records, so that we can verify all products being sold on Pike Place Market Daystall Tables are produced on land owned or leased by Pike Place Market Farmers. **If you grow on multiple parcels of land, provide documentation for each parcel.**

Please note that foods processed on-site will be considered value added products and need to be listed separately from their raw ingredients, otherwise they may not be sold. Of the following fourteen pages only the permit application and Daystall Farm Table Rental Agreement need be signed and returned prior to your acceptance as a vendor.

Mail to:

Pike Place Market PDA
Attn: Farm Program
85 Pike Street, Room 500
Seattle, WA 98101

Sincerely,

Zack Cook
Farm Program Manager
Pike Place Market



2014 Application for Pike Place Market

Open 7 Days a Week

SECTION 1: FARM AND FARM BUSINESS INFORMATION

YOUR FARM OR BUSINESS NAME:

MAILING ADDRESS :

CITY :

STATE :

ZIP :

YOUR FARM OR BUSINESS CONTACT INFORMATION :

PHONE : _____ FAX : _____

EMAIL : _____

WEBSITE : _____

What business information may we share with customers?

Website: _____ Email: _____ Farm address: _____

Business phone: _____ Fax: _____ Mailing address: _____

PERMIT HOLDER 1 (NAME) : _____

HOME PHONE : _____ CELL PHONE: _____

EMAIL : _____

What is the best way to contact you? Home Phone ____ Cell Phone ____ Email ____

What information may we share? Home Phone ____ Cell Phone ____ Email ____

PERMIT HOLDER 2 (NAME) : _____

HOME PHONE : _____ CELL PHONE: _____

EMAIL : _____

What is the best way to contact you? Home Phone ____ Cell Phone ____ Email ____

What information may we share? Home Phone ____ Cell Phone ____ Email ____

WASHINGTON STATE TAX (UBI) NUMBER:

CITY OF SEATTLE BUSINESS LICENSE NUMBER:

PROCURT LIABILITY INSURANCE CARRIER AND NUMBER (required for all fresh, processed and prepared food including fish, meats, dairy, preserves, pasta, baked goods, etc.) :

ORGANIC CERTIFICATE NUMBER (IF NECESSARY:

PLEASE CHECK ALL LICENSES AND PERMITS YOU ARE REQUIRED TO HAVE TO OPERATE YOUR BUSINESS AND PROVIDE A COPY OF EACH WITH THIS APPLICATION.

- | | |
|---|--|
| <input type="checkbox"/> Food Processors Permit | <input type="checkbox"/> Nursery License |
| <input type="checkbox"/> Commercial Kitchen Permit | <input type="checkbox"/> Food Handlers Permit |
| <input type="checkbox"/> Exemption from Permit | <input type="checkbox"/> Temporary Food Service Permit |
| <input type="checkbox"/> Egg Handler | <input type="checkbox"/> High Hazard |
| <input type="checkbox"/> City of Seattle Business License | <input type="checkbox"/> Apiary Registration |
| <input type="checkbox"/> Product Liability Insurance | <input type="checkbox"/> Organic Certification |
| <input type="checkbox"/> Other _____ | <input type="checkbox"/> Grade A Dairy Permit |

HONEY FARMERS:

Please list the number of bee hives in use and their locations below. Any changes to this information must be reported promptly to the Farm Department. **All hives must be registered with United States Department of Agriculture and you must present proof of registration before being allowed to sell honey.**

NUMBER OF HIVES LOCATION Please attach proof of apiary registration for all hives listed.

Any food label used must meet or exceed all regulations set forth by the U.S. FDA, USDA-FSIS, or any other federal, state, or local government plus any other regulatory body concerned with the item(s) at hand. Copies of any and all labels you use must be presented upon request.

HOW MANY YEARS HAVE YOU BEEN FARMING?

At this farm: _____ Total years farming: _____

HOW MANY ACRES IS THE FARM?

Total farm size: _____ acres

Flowers: _____ acres

Berries: _____ acres

Vegetables: _____ acres

Nuts: _____ acres

Orchard fruit: _____ acres

Honey: _____ acres

Meat: _____ acres

Value added: _____ acres

Eggs & Dairy: _____ acres

Other: _____ acres

HOW MANY PEOPLE WORK ON YOUR FARM?

How many family members: _____ full time _____ part time

Year round employees (not family): _____ full time _____ part time

Seasonal employees (not family): _____ full time _____ part time

ARE YOU USING A GREENHOUSE?

Yes: _____ No: _____

IS THE GREENHOUSE HEATED?

Yes: _____ No: _____

HOW BIG IS THE GREENHOUSE?

WHERE IS IT LOCATED?

PLEASE LIST EVERYTHING GROWN IN YOUR GREENHOUSE:

ARE YOU USING HIGH TUNNELS?

Yes: _____ No: _____

HOW MANY ACRES USE HIGH TUNNELS?

PLEASE LIST EVERYTHING GROWN IN THE HIGH TUNNELS:

SECTION 2: SELLING AT PIKE PLACE MARKET

WHAT ARE YOUR TABLES PREFERENCES?

Table Preference 1: _____ Table Preference 3: _____

Table Preference 2: _____ Table Preference 4: _____

Other table information: _____

FULL NAMES OF ANY FAMILY MEMBERS WHO SELL FOR YOU:

FULL NAMES OF ANY EMPLOYEES WHO SELL FOR YOU:

ARE YOU INTERESTED IN COLD STORAGE?

Yes: _____ No: _____ When: _____
For what: _____

ARE YOU INTERESTED IN SELLING AT OUR EXPRESS MARKETS?

First Hill (Monday) : Yes: _____ No: _____

City Hall (Tuesday) : Yes: _____ No: _____

Pioneer Square (Wednesday) : Yes: _____ No: _____

SLU/Amazon (Thursday) : Yes: _____ No: _____

ARE YOU INTERESTED IN SELLING TO INSTITUTIONS AS PART OF A WHOLESALE PROGRAM?

Yes: _____ No: _____ I want more information: _____

ARE YOU INTERESTED IN CLASSES?

Making value added products : Yes: _____ No: _____

Organic certification : Yes: _____ No: _____

Using high tunnels : Yes: _____ No: _____

Succession planning (who will take
over your farm/permit) : Yes: _____ No: _____

WHAT OTHER MARKETS WILL YOU SELL AT IN 2014?

2014 Markets :	Day(s) of the week:
_____	_____
_____	_____
_____	_____
_____	_____

2014 OWNED LAND VERIFICATION

The Pike Place Market was established to provide direct marketing opportunities for farmers to sell crops grown and processed by them from land they either own or lease. **Please list any OWNED farm properties below.**

Total Owned Acres: _____

Total # or Parcels: _____

2014 PARCEL INFO

For the land parcel (s) and / or greenhouses your farm **OWNS**, please describe each property parcel below. In addition, please **ATTACH A COPY OF EACH PROPERTY TILE AND / OR PROPERTY TAX DOCUMENTATION.**

OWNED PARCEL 1: Property Title / Tax Doc Included

Parcel 1 Address: _____

Parcel 1 City: _____

Parcel 1 ZIP: _____

Parcel 1 Phone: _____

Parcel 1 ID #: _____

OWNED PARCEL 5: Property Title / Tax Doc Included

Parcel 5 Address: _____

Parcel 5 City: _____

Parcel 5 ZIP: _____

Parcel 5 Phone: _____

Parcel 5 ID #: _____

OWNED PARCEL 2: Property Title / Tax Doc Included

Parcel 2 Address: _____

Parcel 2 City: _____

Parcel 2 ZIP: _____

Parcel 2 Phone: _____

Parcel 2 ID #: _____

OWNED PARCEL 6: Property Title / Tax Doc Included

Parcel 6 Address: _____

Parcel 6 City: _____

Parcel 6 ZIP: _____

Parcel 6 Phone: _____

Parcel 6 ID #: _____

OWNED PARCEL 3: Property Title / Tax Doc Included

Parcel 3 Address: _____

Parcel 3 City: _____

Parcel 3 ZIP: _____

Parcel 3 Phone: _____

Parcel 3 ID #: _____

OWNED PARCEL 7: Property Title / Tax Doc Included

Parcel 7 Address: _____

Parcel 7 City: _____

Parcel 7 ZIP: _____

Parcel 7 Phone: _____

Parcel 7 ID #: _____

OWNED PARCEL 4: Property Title / Tax Doc Included

Parcel 4 Address: _____

Parcel 4 City: _____

Parcel 4 ZIP: _____

Parcel 4 Phone: _____

Parcel 4 ID #: _____

OWNED PARCEL 8: Property Title / Tax Doc Included

Parcel 8 Address: _____

Parcel 8 City: _____

Parcel 8 ZIP: _____

Parcel 8 Phone: _____

Parcel 8 ID #: _____

2014 LEASED LAND VERIFICATION

The Pike Place Market was established to provide direct marketing opportunities for farmers to sell crops grown and processed by them from land they either own or lease. **WE REQUEST A COPY OF EACH LEASE FOR ALL PROPERTIES.**

Total Leased Acres: _____

Total # or Parcels: _____

2014 PARCEL INFO

For the land parcel (s) and / or greenhouses your farm **OWNS**, please describe each property parcel below. In addition, please **ATTACH A COPY OF EACH PROPERTY TILE AND / OR PROPERTY TAX DOCUMENTATION.**

LEASED PARCEL 1: Copy of Lease Included

Parcel 1 Address: _____

Owner (printed): _____

Owner Address: _____

Owner Phone: _____

Owner Signature: _____

LEASED PARCEL 5: Copy of Lease Included

Parcel 5 Address: _____

Owner (printed): _____

Owner Address: _____

Owner Phone: _____

Owner Signature: _____

LEASED PARCEL 2: Copy of Lease Included

Parcel 2 Address: _____

Owner (printed): _____

Owner Address: _____

Owner Phone: _____

Owner Signature: _____

LEASED PARCEL 6: Copy of Lease Included

Parcel 6 Address: _____

Owner (printed): _____

Owner Address: _____

Owner Phone: _____

Owner Signature: _____

LEASED PARCEL 3: Copy of Lease Included

Parcel 3 Address: _____

Owner (printed): _____

Owner Address: _____

Owner Phone: _____

Owner Signature: _____

LEASED PARCEL 7: Copy of Lease Included

Parcel 7 Address: _____

Owner (printed): _____

Owner Address: _____

Owner Phone: _____

Owner Signature: _____

LEASED PARCEL 4: Copy of Lease Included

Parcel 4 Address: _____

Owner (printed): _____

Owner Address: _____

Owner Phone: _____

Owner Signature: _____

LEASED PARCEL 8: Copy of Lease Included

Parcel 8 Address: _____

Owner (printed): _____

Owner Address: _____

Owner Phone: _____

Owner Signature: _____



2014 Farm Permit 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 as 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 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, 2014, 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.
- 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).



Guidelines for sampling in the Pike Place Market and Pike Place Market Express locations

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 satellite Pike Place Farmers 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.

Edited: December 18, 2011

Public Health - Seattle & King County
GUIDELINES FOR TEMPORARY FOOD SERVICE ESTABLISHMENTS
2011

Application

1. 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)

2. 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.

Health Cards

3. At least one person with a valid Health Card must be present during all times of operation.

Menu

4. 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

5. 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 (including fish) will be allowed.

Temperature Control

6. Keep all potentially hazardous foods out of the danger zone.

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

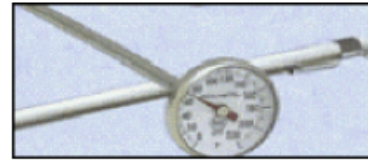
Hot Holding - Hot holding of cooked potentially hazardous foods must be at or above 140° F.

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

7. 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 or a thermocouple can be used. Thermometers are also needed in all refrigerators.



Booth Rules

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

Mobile Vehicles

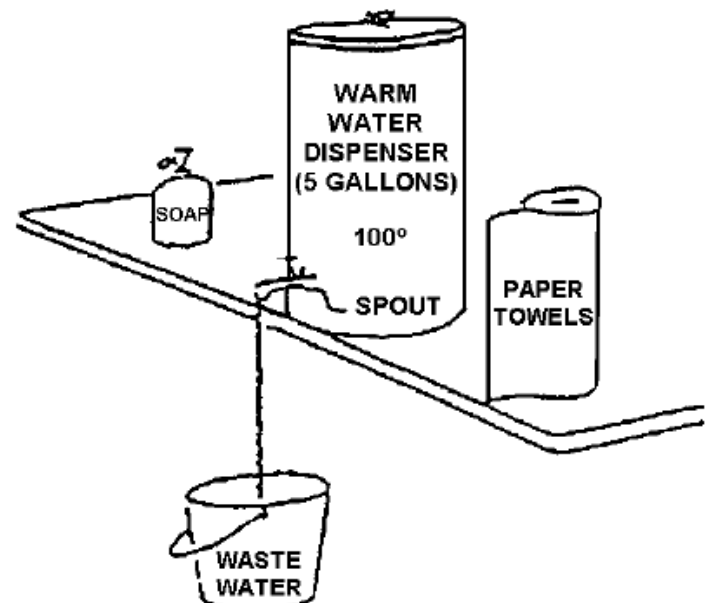
9. All mobile vehicles must contact Labor & Industry at 360-902-4959 to insure your vehicle meets their guidelines (see #20).

Illness

10. 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

11. 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 a minimum of 100° 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!**

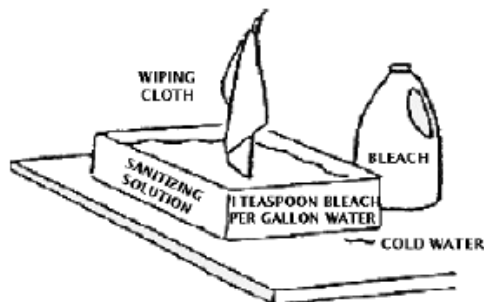


Wiping Cloths

12. 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 (must be EPA certified) per gallon cool, clean water.



PROPER STORAGE OF WIPING CLOTHS

Utensils

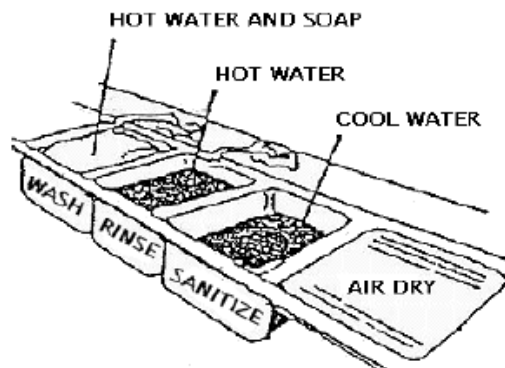
13. Only single service articles for use by consumers are allowed (unless adequate dishwashing facilities are provided at the event).

Utensil Cleaning

14. 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) 296-4632

EASTGATE
14350 S.E. Eastgate Way
Bellevue, WA 98007
(206) 296-4932

Wastewater

15. 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

16. 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

17. Construct booths to minimize:

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

Grills

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

Additional Requirements

19. 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.