



**City of Portsmouth
Health Department
(603) 610-7238 / Fax: (603) 427-1593**

Farmer's Market Vendor Permit Application

OFFICE USE ONLY	
Reviewed by:	_____
Date:	_____
Check No.:	_____
Amount Pd.:	_____
License No.:	_____

Location: City Hall Lot, 1 Junkins Avenue, Portsmouth, NH
Dates & Time of event: May 5 to November 3, 2018, 8:00AM – 1:00PM

To apply for a permit for the Portsmouth Farmers' Market, fill out this application completely and **submit the following items to Seacoast Growers Association:**

- Farmers' Market Permit Application
- Shared Food Facility/Commissary Agreement (must be complete and signed by applicant and commissary owner)
If required
- Copy of current Food Permit from licensing authority in your jurisdiction
- Copy of most recent Inspection report from your licensing authority
- Sample Food Labels for the products being sold – or copy of the USDA Inspection stamp for meat/poultry products
- Permit fee \$140 (check made out to the City of Portsmouth)

NOTICE

Food preparation and food processing activities or storage in a private home residence are prohibited. **ALL MEAT PRODUCTS MUST BE PROCESSED IN A PROPERLY LICENSED FACILITY AND BE PROPERLY PACKAGED AND LABELED.**

Business Name: _____

Mailing Address: _____

Owner Name: _____ Telephone: (____) _____

Email address (*required*) _____

Check one: I own the Commissary Yes No *If you are not using your own restaurant as a Commissary, attach a Commissary Agreement.*

Check one: Sampling will will not take place

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

Bare Hand Contact with all foods must be avoided. What means do you have to avoid bare hand contact?

Gloves Tongs Other List: _____

Handwashing facilities at Booth are required for all food vendors who sample/sell/serve any foods on site. Ensure your temporary handwashing set up meets requirements. (See Farmers' Market Licensed Vendor Requirements Checklist.)

Check one: a temporary handwash station will be provided/used in my booth
 booth is prepackaged food only (eggs, frozen meat) and no sampling will occur

FOOD TEMPERATURE CONTROL: Cold Potentially Hazardous (PHF) Ready to Eat Foods
Must be maintained frozen or refrigerated AT OR BELOW 41° F. Hot Potentially Hazardous foods must be cooked thoroughly and maintained AT OR ABOVE 135° F.

Describe temperature control methods: _____

Describe cooking equipment to be used on site: _____

A Digital Thermometer must be available to ensure safe food temperatures for any vendor offering Potentially Hazardous Foods. a digital thermometer will be provided in my booth Not applicable

PLEASE NOTE: All coolers must have thermometers inside to monitor internal temperature (BELOW 41° F.)

List all foods that will be sold and preparation site (On-Site prep or Off-Site prep):

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____
7. _____
8. _____
9. _____
10. _____

All foods must be prepared and stored in an approved food facility (Commissary). Photocopies of the permit for this facility (if not permitted by the Portsmouth Health Department) must be included with this proposal.

An inspection and licensing shall occur prior to any food preparation or operations. The food license will be issued upon successful completion of inspection requirements.

I HAVE READ AND AGREE TO THE "FARMERS' MARKET LICENSED VENDOR REQUIREMENTS" AND THE "GUIDELINES FOR SAMPLING AT FARMERS MARKETS" ATTACHED TO THIS FORM.

Applicant's Signature: _____

Date: _____