

BoH Permit Issued
Date: _____ **Initials:** _____

New License Renewal Fee: \$30 Make checks payable to "the Town of Williamstown"

TOWN OF WILLIAMSTOWN - BOARD OF HEALTH

APPLICATION FOR A PERMIT TO SELL PROCESSED FOODS AT A FARMERS' MARKET

Signing this application certifies that the applicant and the establishment will operate and abide by the provisions of all applicable Federal, State and local regulations governing food handling and service.

Business Name: _____ Tel. #: _____

Business Address: _____

Mailing Address: _____

E-mail Address: _____

Owner: _____ Tel. #: _____

Supervisor: _____ Tel. #: _____

Emergency Contact: _____ Tel. #: _____

Description of Items Sold

Signature of Applicant

Date of Application

Typed or Printed Name of Applicant

No permit is needed to sell the following at a farmers' market:

- Fresh Produce (fresh uncut fruits and vegetables)
- Unprocessed honey (Raw honey as defined by the National Honey Board: Honey as it exists in the beehive or as obtained by extraction, settling or straining without added heat.)
- Maple syrup
- Farm fresh eggs (must be stored and maintained at 45°F (7.2°C)).

Permits are needed for:

- **Processed foods** - must be manufactured in a licensed food processing facility, a licensed food establishment, or a licensed residential kitchen. Copies of residential kitchen permits, retail food establishment permits or food manufacturing licenses for the food establishment, as well as the most recent inspection report, must be submitted with the vendor's application.
- **Meat and poultry** - must be slaughtered in a federal and/or Massachusetts licensed and inspected facility. USDA inspected products must bear the mark of inspection on each retail package. Product label samples must be submitted with the vendor's application.

NO ADDITIONAL PERMIT IS NEEDED FOR VENDORS HOLDING A CURRENT FOOD ESTABLISHMENT FOODSERVICE, RETAIL, RESIDENTIAL KITCHEN, OR CATERING PERMIT ISSUED BY THE WILLIAMSTOWN BOARD OF HEALTH.

See the reverse of this application for additional requirements

Display Conditions

Fresh uncut fruits and vegetables can be displayed in the open air. They should be stored off the ground. Vendors can accomplish this in a number of ways. Most vendors will simply use a table, or empty crates or boxes underneath the crates holding the produce is another option. Cut produce that is a PHF (melon, raw seed sprouts, cut tomatoes and raw garlic mixtures) must be maintained at or below 41°F. This may be achieved by either refrigeration or storing the food on self-draining ice in an insulated container. It is strongly recommended that chopped greens be held under temperature control while on display at the market.

All food products, with the exception of uncut produce, require protection while on display. Vendors may individually package items such as baked goods or, if displayed in bulk, should cover the items while on display until dispensed to the consumer. Items offered in bulk should be dispensed with a utensil, single-use glove, or single-use paper sheet.

Food Samples

Processed food samples must be protected from environmental and consumer contamination during transportation, display, and service. Any food-handling process involving exposed ready-to-eat foods must be closely evaluated for proper controls and restricted if there is any potential for contamination or growth of pathogenic organisms. If a vendor offers food sampling, the Board of Health may impose additional handwashing requirements for that vendor.

Food Demonstrations

Vendors or market managers may wish to offer food/cooking demonstrations during farmer's market season. Cooking demonstrations with small samples of cooked food may be prepared and offered at the farmer's market for promotional and/or educational value with prior board of health notice, review, and approval. Safe food handling practices, including adequate food cooking temperatures, must be followed. Sample portions are to be 'bite-size' as the intent of the sample is that the food is not for food service.

Product Labeling

All packaged foods must be labeled with the common or usual name of the product; list of ingredients in descending order of predominance by weight and a complete list of sub-ingredients; net weight of product with dual declaration of net weight if product weighs one pound or more; name and address of the manufacturer, packer, or distributor (if the company is not listed in the current edition of the local telephone book under the name printed on the label, the street address must also be included on the label); nutrition labeling unless exempted by federal regulation; all FDA certified colors; all ingredients that contain a major food allergen, regardless if they might otherwise be exempted from labeling by being a spice, flavoring, coloring or incidental additive; the term "Keep refrigerated" or "Keep frozen" (if product is perishable). All perishable or semi-perishable foods require open-dating and recommended storage conditions printed, stamped, or embossed on the retail package. Once an open-date has been placed on a product, the date may not be altered.

Scales used for items sold by weight must be certified by the Sealer of Weights and Measures.

Williamstown Board of Health
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