

Dinuba Farmers Market Membership Application 2024 Annual Letter of Intent

VENDOR Membership Application
(**\$5.00 membership fee, per market date, NO REFUNDS**)

GENERAL INFORMATION

Applicants Name: _____ Date: _____

Applicants Address: _____

City/ CA /Zip Code: _____

Primary Phone #: _____ Secondary #: _____

Email(s): _____

Business Name: _____

Website/Social Media information: _____

How do you prefer to receive information? (CHECK ALL THAT APPLY)

Email Text

SELECT VENDOR TYPE

Farmer dates available (No deadline, ongoing all season):

5/31/24 6/7/24 6/14/24 6/21/24 6/30/24 7/12/24

Are you WIC certified? Yes No

Would you like to be WIC certified no fees apply? Yes No

Do you have a County Agricultural Certificate? Yes No

Please, attach a copy of your current County Agricultural Certificate with your application

List major merchandise:

Craft vendor dates available (No deadline, ongoing all season):

5/31/24 6/14/24 6/21/24 6/28/24 7/12/24

NOTE: The sale of Arts and Craft items at the Dinuba Farmers Market requires a **CA BOA Sellers Permit**.

Contact the California Department of Tax and Fee Administration at (559) 440 – 5530 or visit their website: www.boe.ca.gov

Are you applying for a CA Sellers Permit? Yes No

Attach a copy of your current CA Sellers Permit with your application.

List and describe the type of craft: (Handmade crafts are encouraged)

Food vendor dates available (application deadline: Thursday, May 16, 2024):

5/31/24 [] 6/14/24 [] 6/21/24 [] 6/28/24 [] 7/12/24 []

Select description of your booth setup: (CHECK ALL THAT APPLY)

Note: A separate health dept. food vendor form & payment is required for each booth setup type selected.

- Food mobile (trailer) Food Truck Pop-up (tent)
- Which side is your serving window on: Drivers side Passenger side
- An Annual Tulare County Health Permit will be required for food vendors.

Please attach a copy of your current Tulare County Health Permit with your application.

NOTE: The sale of ANY food item(s) at the Dinuba Farmers Market requires a **Temporary Food Vendor Application and Permit from the Tulare County Health Department.** Contact the Tulare County Department of Health at 559-733-6411 ext. 2801 for questions on what permits your food requires or visit their website: tularecountyeh.org. The Food Vendor Paperwork is included within this packet.

List the type of foods and/or you will be selling:

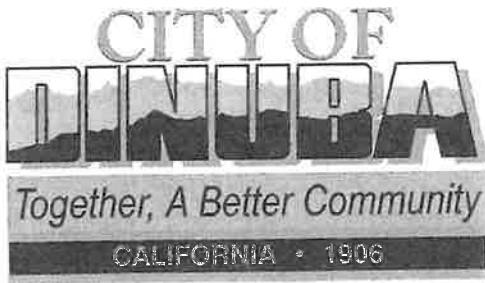
NOTE: The DFMA Manager will further review your application for approval. Submitting an application does not guarantee acceptance into the Dinuba Farmers Market. All applications will be reviewed and approved prior to participation. Factors that may affect approval include: Space Available at the Market and specific vendor offerings, incomplete applications, and/or vendor history with the Dinuba Farmers Market.

Dinuba Farmers Market Vendor Fees	
10'x10' Space:	_____ Vendor space Fee (\$5.00)
	X _____ Number of Days
	_____ Health Department Fee
Total Cost: \$	_____

RETURN APPLICATION: 1390 E. Elizabeth Dinuba, CA 93618. For more information contact (559)591-5940.

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Office Use Only

Sum Received: \$ _____	Receipt Number: _____	Accepted By: _____	Date: _____
Sum Received: \$ _____	Receipt Number: _____	Accepted By: _____	Date: _____
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Sum Received: \$ _____	Receipt Number: _____	Accepted By: _____	Date: _____



City Manager's Office
559/591-5904

Development Services
559/591-5906

Parks & Community Services
559/591-5940

City Attorney
559/437-1770

Public Works Services
559/591-5924

Fire/Ambulance Services
559/591-5931

Administrative Services
559/591-5900

Engineering Services
559/591-5906

Police Services
559/591-5914

The City of Dinuba Community Services Department would like to thank you for your participation with our Farmers Market/ Summer Night Lights event. As a vendor, there are a few requirements that need to be met in order to conduct business during this City sponsored event.

- The vendor shall staff, operate, manage, and provide all goods, services, and facilities offered in a first-class manner and comparable to other concessions/booths providing similar services.
- The Dinuba Community Services Department reserves the right to prohibit or change the sale of any item or service to ensure that the public receives proper service, and appropriate quality.
- The City of Dinuba is not responsible for any items lost, equipment that may not work or break down, any goods etc. During set – up, event, or clean up.
- If vendor does not sell out from all or majority of their goods, City of Dinuba will not be responsible for the difference.
- An experienced person shall be on the premises at all times while the concession is in operation.
- Following the event, the percent listed below will be donated to the City of Dinuba Community Services Department.
 - 15% for Food and Beverage
 - 30% for Shaved Ice / Snow Cone

By signing this contract, you agree to the terms and will conduct business during this City sponsored event.

X _____
Vendor Signature

Date

Business Name

Phone

We thank you for your business.



**CITY OF DINUBA
FARMERS MARKET**

Liability Waiver Form

I UNDERSTAND THE RISKS INVOLVED BY PARTICIPATING IN THE ACTIVITY OF DINUBA'S FARMERS MARKET FOR WHICH I/WE HEREBY WAIVE, RELEASE AND DISCHARGE ANY AND ALL CLAIMS FOR DAMAGES FOR PERSONAL INJURY, DEATH, OR PROPERTY DAMAGE WHICH I MAY HAVE, OR WHICH MAY HEREAFTER ACCRUE TO ME, AS A RESULT OF PARTICIPATION IN SAID ACTIVITY. THIS RELEASE IS INTENDED TO DISCHARGE IN ADVANCE THE CITY OF DINUBA, (ITS OFFICERS, AND/OR OFFICIALS, EMPLOYEES, VOLUNTEERS AND AGENTS) FROM ANY AND ALL LIABILITY ARISING OUT OF OR CONNECTED IN ANY WAY WITH MY PARTICIPATION IN SAID ACTIVITY; EVEN THOUGH THAT LIABILITY MAY ARISE OUT OF NEGLIGENCE OR CARELESSNESS ON THE PART OF THE PERSONS OR ENTITIES MENTIONED ABOVE. IT IS UNDERSTOOD THAT THIS ACTIVITY INVOLVES AN ELEMENT OF RISK AND DANGER OF ACCIDENTS AND KNOWING THOSE RISKS I HEREBY ASSUME THOSE RISKS. IT IS FURTHER AGREED, THAT THIS WAIVER, RELEASE AND ASSUMPTION OF RISK IS TO BE BINDING ON MY HEIRS AND ASSIGNS. I AGREE TO INDEMNIFY AND TO HOLD THE ABOVE PERSONS AND ENTITIES FREE AND HARMLESS FROM ANY LOSS, LIABILITY, DAMAGE, COST, OR EXPENSE, WHICH THEY MAY INCUR AS THE RESULT OF MY DEATH OR INJURY OR PROPERTY DAMAGE THAT I MAY SUSTAIN WHILE PARTICIPATING IN SAID ACTIVITY. I FURTHER PERMIT THE USE OF ACTIVITY/EVENT PHOTOGRAPHY AND/OR VIDEO FOR MEDIA PROMOTION. I UNDERSTAND THAT I AM RESPONSIBLE FOR ANY, AND ALL, REPAIR COSTS FOR DAMAGES CAUSED DURING MY EVENT. DENIAL OF FUTURE PARTICIPATION OF ANY CITY OF DINUBA EVENTS FOR A PERIOD OF TWO YEARS AND/OR FORFEITURE OF DEPOSIT (WHEN REQUIRED) SHALL OCCUR IF I DO NOT COMPLY WITH ANY RULE, REGULATION, POLICY OR REQUIREMENT.

COVID-19: WE ARE TAKING ENHANCED HEALTH AND SAFETY MEASURES-FOR YOU AND OUR OTHER PARTICIPANTS. YOU MUST FOLLOW ALL POSTED INSTRUCTIONS. AN INHERIT RISK OF EXPOSURE TO COVID-19 EXISTS IN ANY PUBLIC PLACE WHERE PEOPLE ARE PRESENT. COVID-19 IS AN EXTREMELY CONTAGIOUS DISEASE THAT CAN LEAD TO SEVERE ILLNESS AND DEATH. ACCORDING TO THE CENTERS FOR DISEASE CONTROL PREVENTION, SENIOR CITIZENS AND INDIVIDUALS WITH UNDERLYING MEDICAL CONDITIONS ARE ESPECIALLY VULNERABLE. BY PARTICIPATING, YOU VOLUNTARILY ASSUME ALL RISKS RELATED TO EXPOSURE TO COVID-19.

I REQUEST PERMISSION TO SELL AT MARKET OPERATED BY DINUBA FARMERS MARKET ASSOCIATION AS A VENDOR. I PRODUCE AND/OR GROW FRESH PRODUCTS MYSELF. I DO NOT BUY PRODUCTS AND RESELL THEM. I HAVE RECEIVED AND READ A COPY OF DINUBA FARMERS MARKET RULES AND REGULATIONS- COPY 2023. I AGREE TO ABIDE BY THESE RULES, COOPERATE WITH MARKET MANAGEMENT AND PAY REQUIRED FEES

Organizations Name: _____

Vendors Signature: _____ **Date:** _____



COMMUNITY EVENT FOOD VENDORS:

Community events that include serving food to the public present challenges to both professional and volunteer food vendors. The goal of providing safe food is shared by everyone involved. While professional food vendors are usually familiar with regulatory requirements, volunteers may not be. Tulare County Environmental Health Department strives to work with the event organizer to help make all food vendors aware of food safety requirements and their responsibilities to make the event a success.

Food vendors participating in community events are required to observe the following:

1. All food must be prepared in an approved food facility such as a health permitted kitchen, or onsite in the temporary food booth. Food that has been stored or prepared in a private home **may not be sold, offered for sale, or given away** in a temporary food facility with the exception of an approved Cottage Food Facility.
2. The Food Vendor must indicate the type of food which will be prepared/served in the booth. The Food Vendor must also indicate any other locations of food preparation/storage.
3. The completed form and fees must be returned to the Event Organizer. The organizer must submit all completed vendor applications and fees at least two (2) weeks prior to the event. (Make checks payable to TCEH).
4. Read and follow the "Temporary Food Facility Guidelines".
5. Vendors sampling or preparing food shall complete the entire application.
6. ALL vendors shall prominently display a completed self-inspection checklist, indicating they are ready for inspection, on or before the ready for inspection time and date indicated on their application.

Temporary Food Vendor Fees Effective July 1, 2020:

- Temporary Food Single Event - Vendor - Low Risk \$30
- Temporary Food Single Event - Vendor - Moderate Risk \$61
- Temporary Food Single Event - Vendor - High Risk \$91
- Temporary Food Multi Event - Annual Vendor - Low Risk \$42
- Temporary Food Multi Event - Annual Vendor - Moderate Risk \$182
- Temporary Food Multi Event - Annual Vendor - High Risk \$342

***A chargeable re-inspection fee of 75% of the current health permit fee may be assessed if all booth requirements are not met at the indicated ready for inspection date and time (see next page).**

If you have any questions or need clarification on any item, please feel free to contact the event organizer or this office at (559) 624-7400.

* U.S. military veterans who solely own the business and product being sold from a temporary event facility may be exempt from a health permit fee if they meet permit requirements, and are operating within their permitted conditions per the California Health & Safety Code. Veterans shall submit proof of an honorable discharge form DD214 along with the Affidavit for Veteran's Fee. (Beer, wine, and alcohol services are not allowed).

*Veterans with annual permits remember to attach a copy of your health permit with the temporary event application.

COMMUNITY EVENT FOOD VENDOR APPLICATION FORM

EACH VENDOR IS TO RETURN THIS FULLY COMPLETED APPLICATION
AND THE APPROPRIATE HEALTH PERMIT FEE OR PERMIT COPY TO THE EVENT ORGANIZER

Name of Event: Summer Night Lights / Dinuba's Farmers Markets Date(s) of Event: 5/31/24 to: 7/12/24
Food Sales Start Time: 5:00 pm Food Sales End Time: 8:00 pm
Ready for Inspection Date: 5/31/24 Ready for Inspection Time: 4:00 pm
Event Address/Location: 289 S. "L" Street / Entertainment Plaza City: Dinuba
Booth Name: _____
Business Mailing Address: _____ City/State/Zip: _____
Applicant Name: _____ Phone: _____
Email Address: _____ Booth Number: _____

VENDOR PERMIT TYPE: *(Complete Section A to apply for a permit; Existing permit holders complete Section B)*

A. Indicate the Community Event Environmental Health Permit you are applying for:

- Single Event Vendor: Low Risk (\$30) Moderate Risk (\$61) High Risk (\$91)
 Multiple Event Annual Vendor: Low Risk (\$42) Moderate Risk (\$182) High Risk (\$342)
 Veteran's Fee Exemption *(complete Veterans exemption affidavit form – see enclosed, & attach DD214 form)*

B. Existing permit holders: Identify your Tulare County Health Permit: *(attach a copy of your health permit)*

Business Name: _____ Facility #: FA _____ Permit Expiration Date : _____
 Mobile Food Facility Permit - Indicate Cart/License Plate #: _____
 Catering Permit Multiple Event Annual Vendor: Low Risk Moderate Risk High Risk

C. Food Operation Type: *(Check all that apply)*

- Pre-packaged food **(no sampling)** Pre-packaged **(with sampling)** Food Demonstration Food Preparation
 Food booth operator is registered with IRS as a non-profit 501 (c) 1-10, or 19 organization
(non-profit vendors do not require booth screen enclosure, and can use 3 warewash tubs in lieu of a warewash sink)

PREPACKAGED VENDORS ONLY

NOTE: Prepackaged food vendors are only required to complete the first page of this application
Samplers must complete the handwash sink requirements since they are handling open food.

- All temporary food facilities shall provide a sign with the facility name, operator name, city, state, and zip.
- Pre-packaged food booths require overhead protection made of wood, canvas, or other to protect from elements.
- Pre-packaged food/beverages shall be kept 6 inches off the floor at all times.
- At the end of the operating day, all Potentially Hazardous Foods that are held at 45 °F **shall be destroyed.**
- At the end of the operating day, all potentially hazardous foods held at or above 135 °F **shall be destroyed.**
- List the items you will be selling/serving: _____
- I understand that if I process or can prepackaged foods I will need to submit a copy of a California Cottage Food Permit, a Processed Food Registration or Cannery License from the California Department of Public Health with this application.

By signing this form I agree to comply with the above noted requirements, that the fees are nonrefundable and nontransferable, and certify to the best of my knowledge the statements made herein are true and correct.

Applicant Signature: _____ **Date:** _____

(OFFICE USE ONLY) Payment Type: _____ FA: _____ Receipt #: _____ OA Initials: _____ Paid Amount: _____

POTABLE WATER

Water source is from (check one): A Permitted Water System (example: City Water), Bottled Water, CA State Licensed Water Vending Machine, CA State licensed Water Hauler, or a Private Non Ag Well (Must provide Bacteriological, Nitrate, & Nitrite testing results and meet Safe Drinking Water Standards)

MENU

Food preparation shall be done either in an enclosed Temporary Food Booth or at a permitted food kitchen

List food items to be served: (tacos, tamales, shaved ice, nachos, hot dogs, pizza, bbq, popcorn, lemonade, coffee, etc.)	Mark if food item is fully or partially prepared at an offsite permitted kitchen:	Identify types of preparation at offsite permitted kitchen: (baking, cooking, marinating, slicing, preparing)	Identify types of preparation at booth: (example: assembly, slicing, cooking, dispensing)	Describe how food will be transported to the event within 30 minutes (ice chest with ice, refrigerator, chafing dish, insulated warmers)
	<input type="checkbox"/>			
	<input type="checkbox"/>			
	<input type="checkbox"/>			
	<input type="checkbox"/>			
	<input type="checkbox"/>			
	<input type="checkbox"/>			

- Check here if preparing ALL food inside the food booth on the day of the event and skip to next page.
- Check here if storing and/or preparing any food at a commercial kitchen and fill out the Kitchen Authorization below.
**Homemade foods are not allowed, except for prepackaged non perishable foods from a permitted Cottage Food Kitchen.*

COMMERCIAL KITCHEN AUTHORIZATION

Complete this section if you are going to prepare food ahead of time at an Environmental Health permitted kitchen.
 No food shall be prepared at home. Permitted Cottage Food is allowed.

The food vendor listed on this form has permission to use the commercial kitchen named below for preparing and storing food on the following dates:

Business Name Of Kitchen:		Address Of Kitchen:	
City:	State:	Zip:	Phone:
Facility ID:	Type of Permit:		Permit Expiration Date:
Owner Signature:	Print Name:		Date:

If the commercial kitchen in which food preparation will take place is located outside of Tulare County, the Local Environmental Health Department must sign below authorizing use of the commercial kitchen, and verifying a current permit.

Signed by:	Print Name:	Date:
Environmental Health Specialist		

County of:

Note: Complete the remainder portion of application in lieu of site plan.

HOT/COLD HOLDING EQUIPMENT

Identify methods of maintaining hot food hot, or cold food cold during the event dates. Check all that apply.

- I will keep food cold in an ice chest at 45°F for up to 12 hours in a day and then throw away.
- I will keep food cold in a refrigerator at 41°F and may use the food for next day service.
- Not Applicable - I will not be working with foods that require cold temperature control.

I will keep cooked food hot at 135°F or hotter at all times by using: (Do not use ice chest to keep foods hot)

- Steam Table or Chafing Dish with canned fuel (sterno)
- Hot skillet, griddle, or barbecue
- Crock pot or roaster
- Rice cooker
- Hot dog roller
- Other (please specify): _____

*At the end of the operating day, all hot foods must be thrown away. Cooling for future re-heating is not allowed at community events.

* Do not use ice chests to keep foods hot, must use a warming device that is able to keep temperatures hot.

THERMOMETERS REQUIRED

- A health department approved probe thermometer will be provided to monitor potentially hazardous food temperatures.
- An approved refrigerator style thermometer will be provided for all cold holding equipment (refrigerators, freezers, & ice chests)

FOOD PROTECTION

Identify methods to protect food from contamination. Check all that apply.

- | | | |
|---|--|--|
| <input type="checkbox"/> Sneeze Guards | <input type="checkbox"/> Hinged Chafing Dishes | <input type="checkbox"/> Serving Tongs |
| <input type="checkbox"/> Serving/ Sampling Plate with Lid | <input type="checkbox"/> Prepared and Stored away from the customers | <input type="checkbox"/> N/A |
| <input type="checkbox"/> Food Compartments | <input type="checkbox"/> Other (Specify): _____ | |

FOOD BOOTH CONSTRUCTION

See Temporary Food Facility Guidelines available online or at our office for a full description of requirements.

- If working in a fully enclosed building that meets the food booth requirements (skip to next page)
- If working from a Tulare County permitted mobile unit such as a cart, trailer, or truck (skip to next page)
- If working inside a food fully enclosed food trailer or truck that meets the food booth requirements (skip to next page)

All food booths that handle non-prepackaged food require:

- Floors constructed of concrete, asphalt, tight wood, or other cleanable material in good repair.
- Overhead protection made of wood, canvas, or other to protect food preparation, food storage, and warewashing areas from rain, dust, bird/insect droppings and other contaminants.
- Full Enclosure of the booth with 16 mesh per square inch screens, and pass-thru windows (216 square inches in size).
 - (Does not apply for non-profit vendors if inclement weather, insects, vermin, and birds are absent. If conditions change, vendor must be prepared to enclose booth).
- Limiting display and handling of nonprepackaged food in food compartments.

Floor Material: _____

Wall Material: _____

Ceiling Material: _____

Size of Pass-Thru Window: _____

*All temporary food booths shall provide a sign with the facility name (in 3 inch size letters), and operator name, city, state, and zip (in 1 inch size letters).

WAREWASH SINK REQUIREMENTS

A 3 Compartment Sink is Required if operating for more than 4 hours.

Please Indicate what warewash sink you will use during the event if operating more than 4 hours. Warewashing sink is (check only one):

- I am a Non-Profit vendor and I will provide the minimum required 3 tub warewash setup to wash, rinse, and sanitize utensils.
- Provided by event organizer
- Providing my own warewash sink
- I will be sharing the sink with the 3 following vendors below:

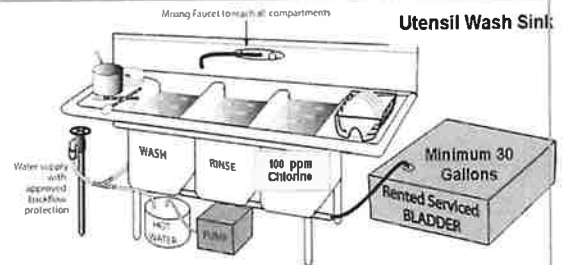
1. _____ 2. _____ 3. _____

Located inside restaurant and food booth is within 200 feet of restaurant. Restaurant Name: _____

Warewash sink is not Required – booth operates less than 4 hours per day & provides extra utensils that are clean and sanitized.

Warewashing Sink Water Source and Sewage Disposal (Check all that apply):

- Water is supplied by a food grade hose with back flow protection device
- Water supplied by self contained tank. Tank Size in Gallons: _____
- Waste water will drain into a tank. Tank Size in Gallons: _____
- Waste water will be drained into onsite sewer/septic system



HANDWASH SINK REQUIREMENTS

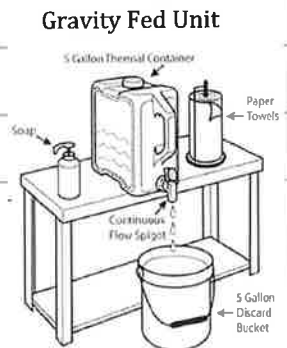
Required if sampling, preparing food, and serving beverages.

Handwashing sink provided inside food booth by (check only one):

- Event Organizer Food Booth Operator Not required (serving prepackaged food only-No sampling)

Type of Handwashing sink (check only one):

- Gravity Fed 5 Gallon Unit with hands free dispensing, warm water, hand soap, paper towels, and an approved Waste water bucket – **is only allowed if event is 3 days or less**
- Permanently Plumbed or Self Contained Portable Sink – **required if event is 4 days or longer**



CLEANING AND REFUSE DISPOSAL

If using multi use utensils (knives, scoops, spatulas, etc.) inside the booth for food preparation mark the appropriate box:

- I will clean the utensils every 4 hours in a warewash sink if food service is more than 4 hours

-OR-

- Food service is less than 4 hours. I will bring extra utensils and replace as needed.

I agree to the following:

- I will clean food contact surfaces at least every 4 hours
- I will clean the booth structure as often as needed
- Refuse will be disposed of as often as needed, and at the end of the event at the organizer's designated location.

By signing this form I agree to comply with the above noted requirements, that the fees are nonrefundable and nontransferable, and certify to the best of my knowledge the statements made herein are true and correct.

Applicant Signature: _____ **Date:** _____

This form is available at www.tularecountyeh.org

