



## **New Vendor Orientation**

*Please scroll down this page for important links and info for farmers and food vendors who wish to sell at the Des Moines Waterfront Farmers Market.*

Most new vendors are added to the market schedules in the early spring, so our Orientation Meeting takes place in the first part of April. If you are unable to attend, we will work with you to make sure you receive the training at an alternate time. All vendors and their staff must also read our Vendor Handbook and manager handouts, be prepared with the right equipment and signage, and have a good understanding of our programs and procedures prior to selling in the market.

Before your first day of sales, the Market Manager will contact you to review market-specific information regarding loading area, timing, your booth space, etc.

## **Resources for Farmers and Vendors**

**Insurance:** liability and product liability insurance is required for all market vendors and farmers who sell anything edible. One resource listed on the WA State Farmers Market Association website is [Campbell Risk Management](#)

**Resource locator map:** [eHarvester](#) is a map for food businesses, where you can search for commercial kitchens, cold storage, meat and poultry processors, etc.

**Rules and safety:** important info regarding [canopies/tents](#) at farmers markets. Also refer to the Vendor Handbook (referenced above) for further vendor requirements.

**Farming and Farm Business Resources:** [farm king county](#) a comprehensive web-based directory of farming resources that contains information relevant to starting, operating and growing a successful farm

[FDA Food Safety and Modernization Act](#) (see also: [Standards flow chart](#) and the [Fact sheet pdf](#), the [Farm Exemptions pdf](#), and helpful info about [On-Farm Readiness Reviews](#), a free assistance program from the WSDA to help farms with the Produce Safety Rule)

[WSU Small Farms Resources and Programs](#)

[WSDA Small Farm and Direct Marketing Handbook](#) - also known as the "Green Guide," this is the essential resource for farmers who want to sell at farmers markets, covering regulations for specific products (from shellfish to body care products to ready-to-eat foods), direct marketing strategies, information on orgs. that support small-scale ag. businesses, and more.

[WSDA Small Farms and Direct Marketing Website](#)

## [Tilth Producers of WA State](#)

[The New Farmers Market, 2nd Edition](#) - marketing guide designed for growers interested in selling their farm products through farmers' markets, as well as for market managers and city planners in starting, managing, and promoting a market.

Farmers Market Coalition [Farm Business and Marketing Resources](#). [ATTRA](#) (A National Sustainable Agriculture Assistance Program) has all kinds of [resources](#) for growers.

Farm extension [locations/contacts](#) in WA state

[Organic certification](#) in WA state

[Certified Naturally Grown](#) (CNG) is tailored for direct-market farmers producing food for their local communities. These farmers often find the Organic Certification's heavier paperwork requirements are not a good fit for their small-scale operations, so CNG enables farms to get credit for their practices while offering accountability to their customers. CNG is a private non-profit organization that's not affiliated with the USDA's National Organic Program. CNG's certification approach is based on the participatory guarantee system (PGS) model that relies on peer reviews. This model minimizes paperwork and keeps certification dues affordable.

[The Bread Lab](#) at WSU

[Hmong American Farmers Association](#)

[Farm Aid's Farmer Resource Network](#)

[WAMeatUp](#) - catalyzing collaboration and entrepreneurship along every link of the niche meat supply chain in Washington State.

## **Permits and Licenses for Farmers and Food Vendors:**

[Health Department Permits](#) - information for farmers market vendors.

[Temporary Food Establishments Guidelines](#)

[Food Handlers Permit](#) (Food Worker Card) - You are a food worker if you work with unpackaged food, food equipment or utensils, or with any surface where people put unwrapped food. This includes farmers who are offering samples of fresh produce to shoppers (and you will need a handwash setup at your booth if you are offering samples).

[Fire Department Permits](#) - if your food business involves any type of flame or heating

[WA State LCB endorsement](#) for selling/sampling wine and beer at Farmers Markets (if your beverage contains .05% alcohol or more, you must have endorsements from the Liquor & Cannabis Board). Note: CBD is not currently allowed as a food ingredient, under federal and [state law](#).

[City of Des Moines business license](#) (farmers are [exempt](#))

[Washington State business license](#) (required of all Farmers Market farmers and vendors)

[Washington State Department of Agriculture licenses, permits, and registrations](#) (includes apiary registration, egg handlers license, nursery license, etc.)

[Raw milk](#) production and sales requirements per the WSDA

Plant starts and nursery items: [Licensing Requirements for the Sale of Plant Materials in WA State](#)

[Specialty Business Licenses](#) (e.g., egg handler, nursery, alcohol, etc)

[Seafood HACCP](#) and also [WSU's HACCP resources](#)

WSDA [Weights & Measures](#) (by law all WA state businesses must register their scales for commercial use, and must only use scales that are [certified NTEP/legal for trade](#)). [Registration](#) is annual with a WA State Business License, \$10 per scale. You can also view information on this [handout](#) from the WSDA, and [this](#) from WSFMA

**City of Des Moines: requires all food service businesses to find recyclable or compostable packaging and serviceware alternatives to all disposable food service items such as containers, cups, straws, utensils, and other products.**

### **Resources for Start-up Food Businesses:**

City of Des Moines Economic Development-[Small Business Support](#)

[Resources for Food Businesses](#). "This guide clarifies the city, county, state, and federal requirements you'll face as you prepare for your first customers." Also visit the [Frequently Asked Questions](#) page.

Farm King County also has a good info page for farm and [food business requirements](#) (scroll down for food business info).

**Ventures:** Information and Resources for [start-up food businesses](#). **La información del Ventures en español está [aquí](#), y también sobre la [cocina comercial](#).**

[21 Acres:](#) Commercial kitchen rental for farmers to value-add. 21 Acres is a nonprofit agricultural and environmental learning center and living laboratory for green and sustainable building design. They focus on a whole system approach to solving issues around food availability, small-scale food economies, environmental preservation, and sustainability.

[The Kitchen Door](#) lists available shared use and commercial kitchens to rent. One north end option: The North Seattle Commissary Kitchen is a well-equipped facility in the Maple Leaf/Lake City area, they can be contacted at [nscommissary@gmail.com](mailto:nscommissary@gmail.com) for details and pricing.

The [Governor's Office for Regulatory Innovation and Assistance](#) (ORIA) has a call center, consultants, and online resources that answer questions like: "How do I start a business in Washington" or "If I'm hiring employees for the first time, what do I have to do?" or "Is workers' comp required for business owners?" or "What permits and licenses do I need?" Visit

the website for more info, including the [Small Business Guide](#), the [Regulatory Handbook](#) and the [Project Questionnaire](#).

**Marketing and Display Resources:**

[Selling Successfully at a Farmers Market](#) (guide from UNH Coop. Ext.)

[New Farmer's Guide](#) - Cultivating Success at Farmers Markets (from the Davis FM)

**Federal Benefits Programs:**

[WIC and Senior FMNP](#) info and application for growers

[SNAP/EBT](#) and the USDA [handbook](#) (and our Fresh Bucks SNAP [incentive program](#))

**Useful journals, publications and links:**

[Growing for Market](#)

[Journal of Agriculture, Food Systems, and Community Development](#)

[Acres USA](#)

[Beginning Farmers.org](#)

[Washington Young Farmers Coalition](#)

[Modern Farmer](#)

[The New Farmers Almanac](#)