



City of Torrance  
 Community Services Department  
 CULTURAL SERVICES DIVISION  
 "Creating & Enriching Community through People, Parks & Programs"



## Application for Non-Certified Food Vendor

All potential Market participants are asked to complete this application and present it to the Farmers Market Manager along with food samples for review. Applications will be filed under the City of Torrance Certified Farmers' Market waiting list. Presentation of an application does not guarantee placement in the Market.  
**NOTE:** City of Torrance staff reserve the right to refuse the applicant's participation in the Market.

Food Vendor's Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Business Name: \_\_\_\_\_ Fax: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ Cell: \_\_\_\_\_

City: \_\_\_\_\_ Zip Code: \_\_\_\_\_ Email: \_\_\_\_\_

Please list your food products and their corresponding prices: *(For more space, please use back)*

Have you ever sold at any farmers' markets?

Yes \_\_\_\_\_ No \_\_\_\_\_ If yes, when? \_\_\_\_\_

Other Market(s) at which you sell: \_\_\_\_\_

### Step 1:

#### Required with Application:

- Samples are to be submitted to Torrance Farmers' Market Information Booth before application is considered complete. Product samples are to be prepared and properly packaged as for sale.

### Step 2 (only AFTER you have been approved to PARTICIPATE in the market in writing by Market Manager):

#### APPROVED applicants will need to submit proof of the following:

- Public Health Operating Permit and other Department of Health Permits:  
Temporary Community Event Permit (if you prepare and sell foods at the site or you plan on sampling food items)  
 Renewable every three months or once every year. The City of Torrance holds a permit, which allows the Market to be a sponsor of Community Event Permit Holders. *For more information on this permit, contact the LA County Department of Health District Office at (310) 519-6050*
- Product Liability Insurance. Copy to be submitted prior to selling at the Market. We require that each Market you will sell in be added to the policy as an additional insured, if and when approved to sell at the City of Torrance Certified Farmers Market.
- Copy of Agreement for sharing of an LA County Public Health Department permitted food facility

How much stall space will you need in feet? \_\_\_\_\_

I request permission to sell at City of Torrance Farmers' Markets. I have read the Rules & Regulations of the Market. I agree to abide by the City of Torrance Farmers' Market rules and all other laws, codes, and regulations, as amended, to cooperate with Market Management, and to pay all required fees.

Signature of Vendor: \_\_\_\_\_

Date: \_\_\_\_\_

## FOOD VENDORS RULES

### Application Guidelines and regulations:

1. A prospective Food Vendor shall complete the "Food Vendor" Application.
2. Samples are to be submitted to the Torrance Farmers' Market before application is considered complete. Product samples are to be prepared and properly packaged as if for sale.
3. Once application is considered complete, the application will go on the Torrance Certified Farmers' Market wait list. If selected, the applicant will be notified by the Market Manager.
4. The Market Manager selects prepared foods that are original, of high quality and that do not excessively duplicate foods already sold at Market. To benefit consumers, no food vendor will have exclusive right to sale of any category of food product. Food Vendors' products may not directly compete with products made and sold by producers from their own farm products.
5. The Market Manager will make the final determination of which Sellers may sell at the Market. Only sellers who have produced all requested documents and have been approved in writing by the Market Manager may sell at the market. Such sellers are referred to as "Approved Sellers".

### The following rules must be adhered to when selling at the market:

6. All food stalls must have a trash can in front of the stall for customer use.
7. All food stalls must have a Los Angeles County Department of Public Health-approved hand-washing sink.
8. All food stalls where cooking is taking place are required to have a floor cover.
9. All menus must be clearly marked as to price and type. Food Vendors may not sell food not originally listed on the application without prior approval of the Market Manager.
10. All Los Angeles County and State Health Department regulations must be followed.
11. All food vendors shall use the sink provided by the Market to wash all equipment and utensils ONLY. Dumping waste water in the sink is not allowed at the TCFM.
12. All state and local requirements shall be met before a food vendor may sell at the Market. Food vendors must provide a copy of the following documents to the Market Manager and have on display, as applicable:
  - a. Current Retail Food Vehicle Permit or Temporary Event Permit, or other required permit from the Los Angeles County Health Department,
  - b. Proof of product liability insurance listing the Market as an additional insured,
  - c. Agreement for sharing of a LA County Health Department permitted food facility,
13. Prepared food vendors must provide adequate facilities to keep hot and cold foods at prescribed temperatures as per Los Angeles County Health Department requirements.
14. Food Vendors are encouraged to use recyclable and/or compostable packaging and containers for processed and prepared foods. Vendors should try to avoid using extruded polystyrene (Styrofoam) products.
15. Fees to the City of Torrance are 12% of the gross sales per market, due at the end of the market day.
16. Sellers and their representatives must conduct themselves in a safe and courteous manner. Any language or behavior considered to be deleterious to the normal operation of the Market will be grounds for expulsion from the market.
17. Cottage Food is not allowable at the Torrance Certified Farmers' Market.

For more information contact:

**Joyce Chan**

Farmers' Market Manager

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