



# Farmers Market Vendor Permit Application

Code No.  
6696-4143

West Virginia Department of Agriculture

Regulatory and Environmental Affairs Division Charleston,

WV 25305

Permit Application is for April 1, 20 - March 31, 20

Date:	Name on Permit:
Applicants full name:	Telephone Number:
Mailing address:	
Email address:	County Where Kitchen is Located:
Type of product(s) being sold: Pickled Products                      Acidified Fruits and/or Vegetables                      Fish Sauce(s)                                      Meat- Type: _____                      Seafood Salsa(s)                                      Poultry- Type: _____                      Dairy Fermented Products                      Time/Temperature Controlled    Other: _____	
All Acidified Products (Pickled, Fermented, Sauce(s), Salsa(s), and Acidified Fruits and/or Vegetables) must have a WVDA Label review and a Process Authority completed on each product. All paperwork must be sent with this application before a permit is received.	
Name & physical location of growing field(s) if applicable:          	
Name(s) of and locations of farmers market(s) where product(s) will be sold:          	

<p>What type of water are you using during the preparation of your product?</p> <p>____ Municipal water source      ____ Private water source</p>	
<p>What type of kitchen is your commodity prepared in?</p> <div style="display: flex; justify-content: space-between;"> <div style="width: 30%;"> <p>____ Commercial</p> <p>____ Home</p> </div> <div style="width: 30%;"> <p>____ Farm</p> <p>____ Community</p> </div> <div style="width: 35%;"> <p>Other, explain:</p> </div> </div> <p style="text-align: right; font-size: small;">Certified Out of State Commercial Kitchen or Federally Inspected Facility. Please attach paperwork with application.</p>	
<p>Address of kitchen:</p>   	

\_\_\_\_\_  
Signature of person completing form

\_\_\_\_\_  
Date

*Note: All labels on products must be approved by the WVDA, regardless of the process or kitchen facility*

All Farmers Market Vendor Permits are **\$35.00** each to be paid in U.S. Funds drawn from a U.S. Bank All checks or money orders should be made to the **West Virginia Department of Agriculture** and mailed to the address below. For any questions please call 304-558-2226. All permits will be sent to applicant upon receiving payment. Potentially hazardous food vendors will be charged **\$27 per hour**, excluding travel hours, for inspections, which will be billed directly to the potentially hazardous food vendor. Inspection costs will be assessed for both the annual inspection, as well as any follow up inspections after a violation has occurred. An invoice will be issued at the time of the kitchen inspection.

**COMPLETE THIS FORM AND MAIL WITH CHECK OR MONEY ORDER TO:**

West Virginia Department of Agriculture

**Attn:** Administrative Services Division  
1900 Kanawha Blvd.; East  
Charleston, WV 25305-0170