



Health Department
 Environmental Health Division
 2100 Ridge Avenue, Evanston, IL 60201
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Farmers Market Food License Application

APPLICATION REQUIREMENTS

1. Include a copy of the latest inspection for your business that was performed by a local health authority.
2. Include a copy of the valid food service manager certificate issued to the person responsible for this operation.
3. If applicable, include a copy of cottage food operation certificate.

Fees:	Risk 1	\$275.00
	Risk 2	\$200.00
	Risk 3	\$125.00 (See last page for details)

** HEALTH DEPARTMENT WILL DETERMINE APPROPRIATE FEE UPON RECEIPT OF APPLICATION **

ABOUT THE BUSINESS

Business Name _____

Contact Name _____

Address: Street, City, State, Zip _____

Telephone: Cell _____ Business _____ Fax _____

Email _____

Select Farmers Market(s) you intend to participate in:

Central St Maple Ave Ridgeville West End Winter Other _____

Name & Phone of Manager Responsible on site _____

FOOD INSPECTION INFORMATION **You must attach a copy of the most recent inspection with the application.*

Name of Agency that Inspects Your Business _____

Phone _____ Date of Most Recent Inspection* _____

FOOD STORAGE

Where will food be stored before, during and after food service? _____

MENU AND FOOD SOURCE

MENU ITEMS (may be restricted)

SOURCE OF FOOD PRODUCTS

_____	_____
_____	_____
_____	_____
_____	_____

CHECKLIST

In order for your application to be considered, your mark  next to each of the items in this checklist is required.

Your mark indicates that you agree to operate as a seasonal food establishment or farmers’market vendot in compliance with these guidelines and that your license, once issued, is subject to suspension or revocation if you do not.

I AGREE TO PROVIDE

_____ 1. A source of constant and adequate power as required to run and operate the food establishment when food is stored, prepared, cooked and refrigerated.

Describe the power source: _____

_____ 2. A hand sink that is supplied with dispensed hand soap and disposable paper towels for hand washing. If there are no commercially-installed hand sinks with waste lines, to provide a jug or container (for example, a camping cooler) with a tap and toggle switch with a bucket placed to catch the waste water from hand washing.

Indicate which type of hand washing set up you will provide: _____

_____ 3. A tent or overhead protection in order to protect the food service area from poor weather conditions.

_____ 4. Dunnage racks or pallets so that all food and non-food items can be stored 6” off the ground.

_____ 5. Enough clean utensils on site (supplies to be stored in ziploc bags) to get through the day **IF THERE IS NO COMMERICALLY-INSTALLED 3-COMPARTMENT SINK WITH WASTE LINES.**

_____ 6. One or more buckets for soaking and rinsing wiping cloths and chemical test kits to test concentration of sanitizer solution. Use bleach in the water for sanitizing cloths at a rate of 50 ppm.

_____ 7. Cleanable garbage containers with lids and bags for garbage disposal in the booth area. Cardboard boxes are not allowed.

_____ 8. Clean aprons or shirts, hats and adequate hair control for all workers.

_____ 9. Mechanical refrigeration, freezers or coolers with dry ice for holding or maintaining cold potentially hazardous foods **at 41°F or below.** Please contact us if there are questions as to what foods are or are not potentially hazardous.

_____ 10. Electric or propane-fired equipment for holding or maintaining hot potentially hazardous foods **at 135°F or above. STERNOS ARE NOT ALLOWED.**

_____ 11. Probe thermometers with a range of 0° to 220°F for monitoring food temperatures. Additional thermometers shall be located inside refrigerators and freezers.

_____ 12. Dispensers (individual packets, squeeze bottles and/or pump dispensers) for condiments.

_____ 13. Brooms, oil dry, etc. for booth clean-up during the day and at the end of the day.

_____ 14. Containers to transport, store or remove used charcoal and/or fryer grease.

_____ 15. Single-use disposable gloves for handling read-to-eat foods.

_____ 16. Water from a commercial source in a commercially-sealed container.

_____ 17. Ground covering of concrete, tight wood, asphalt, cleanable platforms or duckboards.

_____ 18. All food, which needs to be re-heated, shall be reheated **to 165°F within 2 hours. ALL FOOD THAT WAS OFFERED FOR SALE DURING THE DAY SHALL BE DISCARDED AT THE END OF THE DAY.**

SETUP DIAGRAM

Inside the box below, please show all equipment (label each piece) you will be using at the event.
Diagram should represent what inspector will see during the on-site inspection.

SAMPLING

ITEMS FOR SAMPLING (please list)

NOT APPLICABLE _____

Risk 1 (High): Food sold requires extensive handling or have been implicated in Food Borne Illness outbreaks or recalls.
Vendors considered Risk 1 shall include but not be limited to the following:

- Shell Eggs
- Meats and Poultry
- Fish
- Milk and Cheese products
- Honey
- Apple Cider and other fruit/ vegetable juices
- Garlic-in-oil
- Low acid canned foods
- Baby food

Risk 2 (Medium): Food sold requires minimal handling and has not been implicated in a food borne illness outbreak or recall.
Any products that are cut for sampling, removed from their packaging and given out to consumers including produce, baked goods, and dairy products (cheese).

Risk 3 (Low): Food sold is prepackaged in a commercial facility, and is not removed from its packaging.

Fresh, uncut, whole, unprocessed fruits and vegetables are exempt from licensure or fees described above, with the provision that there is no sampling.