

**FOOD SERVICE VENDORS**  
For those who prepare food & prepare samples at a Farmer's Market

Food Service Vendors must undergo inspection at the market. VDACS inspects vendors at government run markets & the local Virginia Department of Health (VDH) inspects vendors at privately sponsored markets.

Food Service Vendors must have an on-site utensil and equipment washing set up that includes three basins: one each for washing, rinsing, and sanitization (using the appropriate strength of chlorine or quaternary ammonium - confirmed with sanitizer test strips). Utensils should be cleaned when you are changing between raw and ready to eat foods, between raw fruits and vegetables and TCS foods\*\*, or if they have been contaminated.

Practice general good hygiene. Hands must be washed frequently at an on-site hand washing station. Avoid bare-hand contact with ready to eat foods by using gloves, tongs, deli paper, etc.

Food Protection: Overhead protection for vendor is required (tent, canopy, awning, table umbrella, permanent structure, etc.) Preparation must occur on smooth cleanable surfaces such as tables. Slicing must be done on cutting boards. Use wrapping or other effective barriers to protect from customer handling. Stored food should be in a clean, dry location, at least 6 inches off the ground.

For TCS foods \*\*: Hot Holding is 135°F or higher and Cold Holding is 41°F or lower. Use a calibrated metal stem thermometer to ensure you are meeting the required temperatures. Ice should be drained frequently at an approved dump site.

**\*\*Time and Temperature Controlled for Safety (TCS) Foods: Please see important note in bottom right of previous page.**

See bottom of page for VDACS contacts.

**Albemarle County/ Charlottesville: VDH**  
434-972-6200, 8 am – 4:30 pm, Monday- Friday

**VDACS & VCE CONTACTS FOR MORE INFORMATION ...**

Farmers' Market Resources: [www.vdacs.virginia.gov/vagrown/frmsmkt-farmvend.shtml](http://www.vdacs.virginia.gov/vagrown/frmsmkt-farmvend.shtml)

Pam Miles, Program Supervisor <b>Food Safety &amp; Security Program</b> Richmond, VA - 804-786-3520 pamela.miles@vdacs.virginia.gov	Eric Ruckman, Compliance Officer Office of Plant Industry Services <b>Feed Licensing and Registrations</b> Richmond, VA - 804-371-2667 <a href="mailto:eric.ruckman@vdacs.virginia.gov">eric.ruckman@vdacs.virginia.gov</a>	Allyn Olinger, Food Safety Specialist & VDACS Inspector 804-786-3520 <a href="mailto:Allyn.Olinger@vdacs.virginia.gov">Allyn.Olinger@vdacs.virginia.gov</a>
Barry Jones, Inspection Manager <b>Office of Meat and Poultry Services</b> Lynchburg, VA - 434-200-9975 <a href="mailto:barry.jones@vdacs.virginia.gov">barry.jones@vdacs.virginia.gov</a>	Richard Keller, Regional Supervisor <b>Office of Weights and Measures</b> Harrisonburg, VA - 540-209-9145 <a href="mailto:richard.keller@vdacs.virginia.gov">richard.keller@vdacs.virginia.gov</a>	Carolyn Peterson, Program Manager Bob Trimmer, Regional Manager <b>Office of Dairy and Foods</b> Richmond, VA - 804-786-1452 <a href="mailto:carolyn.peterson@vdacs.virginia.gov">carolyn.peterson@vdacs.virginia.gov</a> <a href="mailto:robert.trimmer@vdacs.virginia.gov">robert.trimmer@vdacs.virginia.gov</a>

**Virginia Tech Food Innovations Program: Food Testing Services**  
540-231-6806 - [fstinfo@vt.edu](mailto:fstinfo@vt.edu) - <http://www.fcs.ext.vt.edu/fnh/food-innovations/sample/index.html>

Starting a Food Business, Regulations, Food Labels, Acidified Foods Publications  
[http://pubs.ext.vt.edu/author/b/bacon\\_karleigh-res.html](http://pubs.ext.vt.edu/author/b/bacon_karleigh-res.html)

**For more information, please contact:**  
**Cathryn Kloetzli**, Extension Agent, Agriculture & Natural Resources - [cathrynk@vt.edu](mailto:cathrynk@vt.edu)  
Virginia Cooperative Extension: Albemarle Office - 460 Stagecoach Road Charlottesville, VA (434) 872-4580

**GOING TO MARKET**



**A Guide to Selling Raw, Processed and Prepared Food Products from Your Home, at Farmers' Markets, Stores & Roadside Stands**

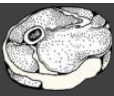







Do I need to get inspected? By whom?

On the following pages Farm Market & Food Service Vendors will find the answers to these questions, which vary depending on the type of food product and preparation process used. The contact information for permitting and/or inspection requirements is on the back page.

By Cathryn Kloetzli, Horticulture Extension Agent & Rachel Wallace, Summer Intern 2012,  
Virginia Cooperative Extension-Albemarle County & Charlottesville  
Edited by Dr. Karleigh Bacon, Director, Virginia Tech Food Innovations Program

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# FARM MARKET VENDORS

VDACS INSPECTION REQUIRED		VDACS INSPECTION REQUIRED: UNLESS EXEMPTION CONDITIONS BELOW ARE MET					VDACS LICENSE REQUIRED
MEAT	DAIRY	ACIDIFIED CANNED FOODS *	BAKED GOODS, JAMS AND ... *	HONEY	EGGS	PRODUCE	PET TREATS
							
<p>All meat that is to be sold must be slaughtered at a USDA/state-inspected facility.</p> <p>The VDACS Office of Meat and Poultry Services (OMPS) provides free inspections for amenable species (cattle, hogs, sheep, goats, chickens, turkeys, ducks, geese, guineas, ratites and squabs).</p>	<p>All dairy products to be sold must be inspected. Sale of raw milk is prohibited.</p> <p>Sale of cheese made from raw milk must be aged at least sixty days above 35 degrees. Contact the VDACS Office of Dairy &amp; Foods.</p>	<p>Acidified low-acid foods (pickled products, salsa, pumpkin/sweet potato butter, barbeque sauces, chow-chow, relishes, hot pepper jelly, hot sauces, garlic in oil, etc.) must achieve a pH of 4.6 or lower (verified by an electronic pH meter you purchase). Low-acid canned foods are not permitted to be made in the home.</p> <p>Completion of 'Better Process Control School' course and process approval by a processing authority strongly advised (Virginia Tech Food Innovations Program: Food Testing Services).</p> <p>Must not exceed \$3,000 in total annual gross sales for all acidified products produced.</p>	<p>Includes jams and jellies (no low-acid ingredients), candies, dried fruits/herbs/seasonings/mixes, (un)coated nuts, (flavored) vinegars, popcorn (balls), cotton candy, dried pasta, roasted coffee, dried tea, cereals, trail mixes and granola and baked goods that don't require time or temperature control.</p>	<p>Those who process &amp; prepare honey in their private residence from hives they own, who sell less than 250 gallons of honey a year, &amp; who do not process or sell other food products (except as noted here) are exempt from inspection.</p> <p>Infused honey products are not exempted.</p>	<p>Exempt from Virginia Egg Law and do not need inspection if selling less than 150 dozen of your own eggs per week or less than 60 dozen of another producer's eggs per week.</p>	<p>If you only grow and sell fresh fruits and vegetables, you do not need to be inspected.</p> <p>However, if you grow sprouts for distribution to restaurants or retail stores, you are classified as a food manufacturer and are required to be under inspection. Also note that only cultivated mushrooms can be offered for distribution to restaurants and retail stores.</p>	<p>Home/facility inspection by VDACS not required, but it is suggested to contact your local health department for any local inspection requirements.</p> <p>You must obtain licensing and permitting through VDACS. Product registration may also be required.</p>
<b>EXEMPTIONS</b>	<b>LABELING</b>	<b>LABELING</b>	<b>LABELING</b>	<b>LABELING</b>	<b>LABELING</b>	<b>LABELING</b>	<b>LABELING</b>
<ul style="list-style-type: none"> <li>• 1,000 Bird Exemption</li> <li>• 20,000 Bird Exemption</li> <li>• Custom Exemption: with permit from OMPS, allows businesses to slaughter animals, only for their owners consumption, without an inspector present.</li> </ul>	<ul style="list-style-type: none"> <li>• Product Name</li> <li>• Net Weight</li> <li>• Ingredient Statement</li> <li>• Name &amp; Address of Manufacturer/Distributor</li> <li>• Sell-by date</li> </ul>	<ul style="list-style-type: none"> <li>• The standard label must contain:</li> <li>• Product name</li> <li>• Net weight</li> <li>• Ingredient statement</li> <li>• Name &amp; address of manufacturer/distributor/packer</li> <li>• Nutritional labeling (exemptions apply)</li> <li>• List of allergens</li> <li>• NOT FOR RESALE – PROCESSED AND PREPARED WITHOUT STATE INSPECTION</li> </ul>	<ul style="list-style-type: none"> <li>• The standard label must contain:</li> <li>• Product name</li> <li>• Net weight</li> <li>• Ingredient statement</li> <li>• Name &amp; address of manufacturer/distributor/packer</li> <li>• Nutritional labeling (exemptions apply)</li> <li>• List of allergens</li> <li>• NOT FOR RESALE – PROCESSED AND PREPARED WITHOUT STATE INSPECTION</li> </ul>	<ul style="list-style-type: none"> <li>• The standard label must contain:</li> <li>• Product name</li> <li>• Net weight</li> <li>• Ingredient statement</li> <li>• Name &amp; address of manufacturer/distributor/packer</li> <li>• Nutritional labeling (exemptions apply)</li> <li>• List of allergens</li> <li>• PROCESSED AND PREPARED WITHOUT STATE INSPECTION.</li> <li>• WARNING: Do Not Feed Honey to Infants Under One Year Old</li> </ul>	<ul style="list-style-type: none"> <li>• Product Name (term "fresh eggs" can only be used if product meets requirement for Grade A or higher)</li> <li>• Safe Handling Instructions</li> <li>• Name &amp; Address of Packer</li> <li>• Grade (AA, A, B) or "Ungraded" if not inspected</li> </ul>	<p style="text-align: center;"><b>AT MARKET</b></p> <p>Most fruits and vegetables only require basic coverage for protection from outside contamination, but since, for example, cut melon, cut leafy greens and cut tomatoes are a <b>TCS Food**</b> (see note below), they must be held at 41F or lower. This applies to samples as well.</p>	<ol style="list-style-type: none"> <li>1. Product Name</li> <li>2. Intended Species</li> <li>3. Quantity Statement</li> <li>4. Guaranteed Analysis</li> <li>5. Ingredient Statement</li> <li>6. Nutritional Adequacy Statement</li> <li>7. Feeding Directions</li> <li>8. Name and Address of Manufacturer/Distributor</li> </ol>
<b>LABELING</b>	<b>AT MARKET</b>	<b>LABELING</b>	<b>LABELING</b>	<b>LABELING</b>	<b>AT MARKET</b>	<b>AT MARKET</b>	<b>AT MARKET</b>
<ul style="list-style-type: none"> <li>• Product Name</li> <li>• Net Weight</li> <li>• List of Ingredients</li> <li>• Name/address of Responsible Party</li> <li>• Inspection Legend (plant number that did the work)</li> <li>• Safe Handling Statement</li> </ul> <p>For Custom Exemption: "NOT FOR SALE"; 20,000 Bird Poultry Exemption Label, if applicable.</p>	<p>Keep frozen products frozen and other products at 41°F or lower. If storing products on ice, drain often.</p> <p>Products offered as samples should be prepped on-site or in your VDACS approved facility.</p> <p>Un-refrigerated samples may be left out for tasting no more than 4 hours (any leftovers then cannot be re-cooled or used again, they must be thrown away).</p>	<ul style="list-style-type: none"> <li>• The standard label must contain:</li> <li>• Product name</li> <li>• Net weight</li> <li>• Ingredient statement</li> <li>• Name &amp; address of manufacturer/distributor/packer</li> <li>• Nutritional labeling (exemptions apply)</li> <li>• List of allergens</li> <li>• NOT FOR RESALE – PROCESSED AND PREPARED WITHOUT STATE INSPECTION</li> </ul> <p>You must also have a label displaying the name, physical address and telephone number of the person preparing the food product and the date the food product was processed.</p>	<p style="text-align: center;"><b>AT MARKET</b></p> <p>Cover baked goods to protect them from environmental contaminants, such as flies and dirt.</p> <p>If providing samples, prepare them at your VDACS approved and inspected facility prior to arriving at the market. Cut baked goods into pieces at your inspected facility, place them on a tray, insert a toothpick into each piece, and keep the tray covered in food safe wrapping, such as plastic wrap.</p>	<p style="text-align: center;"><b>AT MARKET</b></p> <p>You do not have to pay the \$40 annual fee to VDACS, although you are still required to comply with all applicable laws and regulations (outlined here).</p>	<p>Eggs must be clean and held at 45°F or lower at all times.</p> <p>Note: Reusing egg cartons runs the risk of contamination; consider asking patrons to bring their own.</p>	<p style="text-align: center;"><b>AT MARKET</b></p> <p>Can be sold either pre-packaged or in a bulk, self-serve style.</p>	<p style="text-align: center;"><b>AT MARKET</b></p>
<p>Please keep your most recent VDACS inspection reports on hand with you at the market.</p>		<p><b>* Applies to 'ACIDIFIED CANNED FOODS' and 'BAKED GOODS, JAMS AND ...':</b> Must be produced in a private home. Must be sold at farmers markets, from the private home where product is manufactured or to an individual for their own consumption. These products cannot be sold to other businesses (ie. grocery stores), for resale, on the internet or across state lines.</p>					<p><b>**Time and Temperature Controlled for Safety (TCS) Foods</b> require temperature control because they are capable of supporting the growth of various infectious microorganisms or toxins. These foods include meats, dairy products, eggs, mushrooms, cut melons, cut tomatoes, cut leafy greens, and heat-treated plant food such as cooked rice, beans, and vegetables.</p>