

## If You Want To Start a Certified Farmers' Market:

1. You must be a non-profit organization, a Certified Producer, or a government agency.
2. Obtain a location for the market (community center, park, senior center, parking lot, etc). Check with the local planning department for any necessary permit requirements.
3. Designate an individual to be the "Market Manager". This individual will be the one in charge of running the market and the on-site representative.
4. Develop a set of market rules, establish the day(s) of the week to conduct the market, establish a fee structure to pay for your administration of the market (some set fees on a daily basis, some set it on a percentage of sales) and solicit certified producers to sell at the market.
5. Once the market rules have been prepared and the market location has been approved, obtain the "Certified Farmers' Market" certificate from the Agricultural Commissioner's Office. The certificate can be submitted online at <https://www.cdfa.ca.gov/egov/farmersmarket/>. There is a \$270 fee for the certificate, which is valid for a year from issuance.
6. Contact the Sacramento County Environmental Management Department (EMD) for appropriate permits associated with farmers' markets.
7. In administering the market, it is the responsibility of the market manager to assure that each vendor, selling with the "Certified" section of the market, has obtained a "Certified Producer's Certificate" from the county where the agricultural commodities are grown. Among other rules, the certificate must be posted in their sales location at the market.
8. Contact the California Department of Public Health for authorization for your market to participate in the WIC Farmers' Market Nutrition Program (FMNP) providing coupons for low-income shoppers. Once your market is designated as a FMNP market, each vendor is required to post a FMNP poster in his or her sales location. Please see [www.wicfarmers.ca.gov](http://www.wicfarmers.ca.gov) for more details.
9. 3 CCR § 1392.8.1 Each Certified Farmers' Market is required to remit to the State, 30 days after the end of each quarter, a fee equivalent to \$2.00 per certificate for each vendor (in the certified section or not) per market day.
10. Each certified producer can only sell for himself/herself and two other certified producers in a twelve-month period. These other producers must be listed on

the "Certified Producer's Certificate". This is the responsibility of the market manager to monitor.

11. Products that can be sold within the Certified Farmers' Market area include: fresh fruits and vegetables, honey, nuts, eggs, cut flowers and nursery stock (if nursery stock is sold, a nursery license must be obtained from the California Department of Food and Agriculture Nursery, Seed, and Cotton program). Additionally, non-certified agricultural products such as processed products, fruit and vegetable juices, shelled nuts such as hickory or roasted nuts, jams and jellies, fish from a controlled water pond, livestock and poultry products can be sold at the market within the certified boundaries of the market. Non-agricultural products such as food vendors, bakery items, craft items, etc. are not allowed within the certified section.