



City of Portsmouth
Health Department
1 Junkins Avenue
Portsmouth, NH 03801
(603) 610-7238

Farmers' Market Vendor Listing
(Completed by Market Manager)

This document shall list all vendors wishing to participate in the Farmers' Market. It is to be filled out in conjunction with all other City applications, *not in lieu of them*. The information gathered here provides the Health Department with a list of whom you have approved for participation in the market and for whom you are assuming responsibility. All vendors selling/preparing foods at Farmers' Market should appear on this form. This includes any person selling any prepared, prepackaged, or potentially hazardous foods that would normally require a food permit.

Any questions regarding these requirements should be directed to the Health Department at (603) 610-7238. This form must be received by the Health Department no later than THREE weeks prior to the opening date of the market to allow adequate verification of licensing requirements. THIS IS NOT AN EVENT PERMIT. Permits, licenses or other authorizations may be needed from the Planning Department and Inspections Department, City Clerk, City Council or other state and local authorities.

Name of Market: _____

Location: _____

Date(s) & Time(s) of Market: _____

Market Managers/On-Site Coordinators Contact Information – Provide phone # that will be used on-site:

Name: _____ **Address:** _____ **Mobile Phone #:** _____

A. _____

B. _____

Applicant Signature: _____ **Date:** _____

Print Name: _____

Set up and inspection must occur prior to licensing or operation. Complete reverse side and attach a site map of vendor locations. Attach additional sheets if needed.

Vendor List

All vendors handling foods must fully meet Farmers' Market Vendor requirements including approved hand-washing facilities and means of avoiding bare hand contact with foods.

Vendor Name	Address and Phone	Start Date