

## General Information – Policies, Regulations and Requirements

*All vendors selling or sampling prepared foods, or processed foods must comply with Okanogan County Health Dept. food handling guidelines. It is every vendor's responsibility to be aware of and in compliance with all permit and licensing requirements. Copies of all permits must be posted in your booth or with you at all times.*

### Prepared Foods

Prepared foods are items available for sale and immediate consumption onsite.

All prepared food served at the Okanogan Family Faire must be prepared at the event site. If you are serving a product that requires advanced preparation it will be allowed if it is prepared in a permitted kitchen in the state of Washington. You must provide a copy of the permit for the commissary kitchen, which must be submitted with the application. You must describe in detail the process of cooking, cooling, and repackaging of the food product if there is advanced preparation. Any advanced food preparation in a residential kitchen or an unpermitted kitchen will not be allowed. No Exceptions.

### Processed Foods

Processed foods are items prepared offsite and primarily intended to be taken home by buyers, not consumed onsite.

All processed **potentially hazardous food** products (including but not limited to: juices, cider, salsas, smoked or canned meats/fish, canned vegetables) must be produced by the vendor in a commercially licensed kitchen. A PERMIT IS REQUIRED; along with food handler's card, proper labeling and a food vendor application form. You MUST have a copy of your permit posted in your booth/with you at all times.

All processed **non-potentially hazardous food** products (including but not limited to: oven baked goods, standardized fruit jams, jellies, fruit butters, vinegars and dried mixes) must be produced by the vendor in a permitted kitchen, under the Cottage Industry Guidelines. A PERMIT IS REQUIRED; along with food handler's card, proper labeling and a food vendor application form. You MUST have a copy of your permit in your booth/with you at all times.

### Compliance, Licenses and Regulations

ALL FOOD VENDORS MUST KNOW AND COMPLY WITH EVERY GUIDELINE AND REGULATION of the USDA, FDA, WSDA, Okanogan County Public Health Dept., and any other legal authority with jurisdiction over their products.

### Permits and Licenses

All food vendors must have the proper permits and licenses as required by the USDA, FDA, WSDA, Okanogan County Public Health Dept., and any other legal authority with jurisdiction over their products. Copies of every license/permit legally required to conduct business must be provided at the time of application and available onsite for inspection.

### Goodwill

OFF functions on a basis of mutual respect and honesty. Vendors are considered

representatives of the faire. The expectation is that everyone will contribute to honest and positive interactions. Work hard to create an enjoyable atmosphere and treat folks with common courtesy throughout the faire experience. Misrepresentations, disparaging remarks about other vendors, or otherwise negative behavior will not be tolerated. Stay within your purchased booth space. You can camp behind your booth but please respect booth boundaries. No Pets allowed (only exception is service animals).

Our intent is to support non-GMO, locally sourced and organic agriculture. It is recommended that the vendor use non-GMO and organic ingredients grown in the Pacific Northwest, to greatest extent possible, and when possible, use products from participating OFF vendors. Vegetarian options are also encouraged. If your booth is GMO free/Organic/locally sourced, please make note on your application and provide signage at Faire.

### **Zero Waste**

OFF strives to be a zero-waste faire. OFF requires all vendors with onsite consumables to supply only compostable/recyclable utensils, plates/bowls, bags and sampling accessories.

### **Water and Ice**

Bring your own water and ice. Bring as much as you will need for the weekend. There are multiple spigots with potable water available onsite; however, they may be a distance from your booth site. A wheelbarrow works for long hauling. We will have limited ice available onsite.

ALL greywater must be disposed of in official OFF supplied greywater containers. Each food island will be provided a receptacle to dump your greywater.

### **NO GENERATORS!**

We do not provide electricity. This is a rural environment and you must be prepared.

### **Trash Collection**

Vendors must supply trash and recycling containers and are responsible for hauling and sorting recyclables to designated recycling areas. A large dumpster will be onsite to provide a place for trash collection. Recyclables will need to be sorted out before garbage is put into the dumpster. A \$5 per bag fee will apply for any unsorted trash.

### **Food Vendor Schedule**

Food vendors may arrive, no sooner than, Wednesday 8 am before the Faire. Drive to the main gate. We will place you individually into your space. Do not arrive Tuesday night, you will be turned away. There is camping available at the Rodeo Grounds in Tonasket.

OFF staff and the Okanogan Public Health Department must check vendor adherence to all the stipulations for selling food to the public, as per the Okanogan County Health Dept. Any corrective action requested by market staff must be completed the same day. Any vendor not in compliance will be removed from market.

### **Food Vendor Application Check Off List:**

\_\_\_\_\_Application completely filled out

- \_\_\_\_\_ Attached copy of current food handler's card
- \_\_\_\_\_ Attached copy of required permits/licenses
- \_\_\_\_\_ Attached copy of menu
- \_\_\_\_\_ Read vendor schedule
- \_\_\_\_\_ Read all general information/policies/regulations/requirements

Scan and E-mail info sheet to our [manager@okanoganfamilyfaire.net](mailto:manager@okanoganfamilyfaire.net)

OR send to:

OFF Faire Manager  
Okanogan Family faire  
P.O. Box 761  
Tonasket WA 98855

Please note: you must fill this out, sign and date, and send it back to us for consideration as a food vendor.

*\*I have read and understand the information regarding Food Vendor Rules/Policy. By signing this form, I hereby waive and release any and all right and claim for damages I/we have against OFF (Okanogan Family Faire), ON (Okanogan Neighbors), or any organization or individual connected with this event, their representatives, successors, and assigns for any and all damages, losses, thefts or injuries which I/we suffer while taking part in any activities linked to this event.*

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Applicants Signature

Date

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Print Name