



Office of the Agricultural Commissioner
Sealer of Weights and Measures
852 Broadway, El Centro CA 92243

Jolene Dessert
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CERTIFIED PRODUCER'S CERTIFICATES (CPC)

California farmers may transport and sell California-grown produce directly to the public that is exempt from size, standard pack, container, and labeling requirements at Certified Farmer's Markets (CFM). In order to participate in a CFM, a producer must obtain a Certified Producer Certificate (CPC) issued by the County Agricultural Commissioner (CAC). On-site inspections of growing grounds are required to verify production. Once issued, a CPC is valid for up to twelve months.

Interested producers must submit:

- Completed CPC application form
- Completed CPC Checklist
- \$75.00 Application fee:
 - Check or money order payable to: County of Imperial
 - Cash
 - Online at <https://agcom.imperialcounty.org/>

Additional Documentation of Eligibility (submit when applicable based on CPC Checklist):

- Certified producer's certificate(s) authorizing you to sell on behalf of no more than two other CPs.
- Proof of employment
- Farm Leases: Copy of current agreement (notarized).
- Partnerships, Sharecropping Agreements, and similar Contract Agreements: Copy of current agreement (notarized)

Once a complete CPC application is received, it will be reviewed, and an inspector will perform your property inspection. If the application and inspection are found to be in order, embossed copies of the signed certificate will be issued to you and copies will be sent to counties in which you intend to sell that are listed on the application.

RESOURCES/INFORMATION

There are many regulations governing CFMs and CPCs. Specific requirements for participation in a certified farmer's market are found in:

- California Food and Agricultural Code, Division 17, Chapter 10.5.
- California Code of Regulations, Title 3 commencing with Section 1392.
- California Retail Food Code, Chapter 12.
- Imperial County Code of Ordinances, Chapter 8.36 and 8.02

See the following website for links to specific code sections and more information.

California Department of Food and Agriculture - CFM Program information, links, and market locator.
<http://www.cdffa.ca.gov/is/i & c/cfm.html>

CERTIFIED PRODUCER'S CERTIFICATES (CPC), Cont.

Additional related information:

- Scales used to sell any agricultural products by weight must be tested and sealed by a county sealer. A copy of current registration must accompany scale.
- Organic producers must be registered and certified (if sales are more than \$5,000/year) as required by the Food & Agricultural Code.
- If a commodity is packaged, it must be labeled with identity, responsibility, and quantity in accordance with the California Code of Regulations.
- Fresh fruits, nuts, and vegetables sold outside of the Certified Farmer's Market designated area must conform to size, standard pack, container, and labeling requirements pursuant to the Food and Agricultural Code.

For more information please contact:

Sandra Mendivil
Deputy Agricultural Commissioner
852 Broadway
El Centro, CA 92243
442-265-1500
sandramendivil@co.imperial.ca.us

Online Certified Farmer's Market or Certified Producer's Certificate applications are available on our website.

CERTIFIED PRODUCER'S CERTIFICATE (CPC) CHECKLIST

1. Are you authorized to sell for any other producer(s)? Yes _____ No _____

- If yes, a copy of their valid producer's certificate(s) must be provided and their name must appear on your application as an authorized seller.

2. Will an employee be selling at certified farmer's markets on your behalf? Yes _____ No _____

- If yes, you must provide proof of employment.

3. Are you applying for a CPC based on being in a farming partnership, sharecropping agreement, or similar contractual agreement? Yes _____ No _____

- If yes, per California Code of Regulations §1392.9.1, proof of partnership and a copy of the NOTARIZED current written agreement must be provided with your application. The documentation must include:
 - A clear description of the property location, size, and present use
 - The degree of financial and material involvement by each party
 - The date of the agreement and signatures of all parties involved
 - A statement that the property is under the exclusive control of the partnership as a separate entity from its individual members.

4. Are you leasing the farm property on which the certified agricultural products are produced? Yes _____ No _____

- If yes, per California Code of Regulations §1392.9.2, a copy of the NOTARIZED written lease agreement must be provided with your application. The documentation must include:
 - A clear description of the property location, size, and present use
 - The cost of the lease
 - The date of the agreement and signatures of all parties involved

By signing this document, I acknowledge and agree that all the information provided is true and accurate.

Name (Print) _____ Signature _____ Date _____

CERTIFIED FARMER'S MARKET (CFM)

A Certified Farmer's Market (CFM) is a farmer's market in which California farmers may transport and sell California-grown produce directly to the public that is exempt from size, standard pack, container, and labeling requirements. At a standard or uncertified, farmer's market, all produce must be properly labeled and in standard packaging that conforms to California regulations. To become an operator of a CFM, the host must register with our office and abide by the rules and regulations set forth by the State of California. Per California regulation, the operator of a CFM assumes all legal, financial, and regulatory compliance responsibility for all aspects of the operation of a CFM. Once issued, a CFM certificate is valid for up to twelve months.

To qualify as a CFM operator, you must be one of the following:

- Certified Producer (submit CPC)
- Nonprofit Organization (submit documentation of California Franchise Tax Board nonprofit status)
- Local government agency

All CFM operator applicants must submit:

- Complete CFM application form
- \$200.00 application fee:
 - Check or money order payable to: County of Imperial
 - Cash
 - Online at <https://agcom.imperialcounty.org/>
- Dated copy of the rules governing your CFM
 - These rules may be more stringent than but may not violate state laws and regulations. They must be distributed to each certified producer selling at CFM.
- Complete list of certified producers that will be selling at CFM
 - If there is only one certified producer that will be selling at a CFM, please notify our office prior to submission of the application. Some exemptions will apply.
- Clear, concise, and accurate written description of the CFM boundaries.
 - Please note that only agricultural commodities may be offered for sale in the CFM area. Therefore, vendors of other products must be located outside of the CFM boundaries.
- Detailed map of the entire market area including CFM boundaries and cross streets
- Daily sales form
 - Must be submitted by each certified producer at the end of each operating day of the CFM. Must be itemized by commodity as reported in CPC and report the quantity of each commodity sold, including processed products.
- Market Manager Authorization (Optional)
 - If you, as the applicant, would like to authorize a market manager to act on your behalf, submit a letter of authorization.

Additional Requirement: A CFM is designated as a temporary food facility and a valid health permit is required by the Imperial County Department of Public Health. Contact their agency at (442) 265-1444 or via their website <http://www.icphd.org>.

CERTIFIED FARMER'S MARKET (CFM), Cont.

RESOURCES/INFORMATION

There are many regulations governing CFMs and CPCs. Specific requirements for operating or participating in a certified farmer's market are found in:

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- California Code of Regulations, Title 3 commencing with Section 1392.
- California Retail Food Code, Chapter 12.
- Imperial County Code of Ordinances, Chapter 8.36 and 8.02

See the following website for links to specific code sections and more information.

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http://www.cdfa.ca.gov/is/i_&c/cfm.html

Additional related information:

- Scales used to sell any agricultural products by weight must be tested and sealed by a county sealer. A copy of the current registration must accompany the scale.
- Organic producers must be registered and certified (if sales are more than \$5,000/year) as required by the Food & Agricultural Code.
- If a commodity is packaged, it must be labeled with identity, responsibility, and quantity per the California Code of Regulations.
- Fresh fruits, nuts, and vegetables sold outside of the Certified Farmer's Market designated area must conform to size, standard pack, container, and labeling requirements according to the Food and Agricultural Code.

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<http://www.cdfa.ca.gov/egov/farmersmarket/>. Once submitted, please contact our office to let us know.