

How to become a Certified Producer and sell at a Certified Farmers Market-2024

Selling fruits, vegetables, honey, eggs and/or plant materials at a Certified Farmers Market requires a Certified Producer Certificate (CPC). Obtaining this certificate in Ventura County consists of the following steps:

- 1) Print-fill out the CPC application available on the County of Ventura Department of Agriculture/Weights and Measures website
<https://www.ventura.org/agricultural-commissioner/farmers-market-inspection/>
- 2) Print-fill out the Certified Producer Certificate Checklist-also available on our website. This document addresses additional information needed, such as notarized lease agreements, sharecropping agreements, authorization to sell for another Certified Producer, etc.
- 3) Submit the CPC Application and Checklist by mail or in person at our Santa Paula or Camarillo offices or call 805-933-2926.

Once all the paperwork has been submitted, an Agricultural Biologist/Inspector will contact you to schedule a site (s) inspection. All commodities to be included on the Certified Producers Application must be planted/in production and identifiable at the time of inspection.

After the site inspection, a Certified Producers Certificate (CPC) will be created. This certificate must be signed by the producer in person. Embossed copies of the CPC can then be issued, along with a copy of Direct Marketing Rules and Regulations. The basic cost for the certificate is \$80 and is payable when it is signed. The Certified Producers Certificates can be picked up at either of our two office locations (Camarillo or Santa Paula). Any additional commodities that are not currently being grown at the time of the initial inspection can be added by calling the office and scheduling an appointment to have an inspector come out and to verify the production of the additional commodity's and amend the current certificate. Amendment inspections typically have a \$20.00-dollar fee. These additional commodities can't be sold at a Certified Farmers Market until the certificate has been amended to include them on the CPC.

If you have CPCs in multiple counties, you will need to register them differently (different email or phone number) otherwise the system will automatically direct you to only one of the certificates

Instructions For Filling Out Certified Producers Certificate (CPC) Application

If you only have one site, you will list each commodity as site 1 (just put "1" in that column). Commodities should be agricultural products (ex: tomatoes, celery, roses, honey, or basil). For the amount/unit grown, please use sq. ft., acres, number of rows and length of rows or number of trees. Be sure to include the units (example: 2 trees, 5.5 acres, 1 x 20 ft row, or 9 sq. ft). The harvest season should be from the earliest month that the commodity will be harvested to the latest month that it could be harvested (example: June – August, March – April, or Year-Round). Do not list seasons (Spring, Summer, Winter, or Fall). The "Est. Production" is asking for your annual production and should be listed in Lbs., or for flowers (bunches), or for strawberries (flats). The "Season Altering Device" is for greenhouses or other devices that can extend the



regular growing season for a crop. “Months in Storage” refers to how long the commodity can be kept in cold storage (which must be listed under Storage Locations).

The example below shows the manner in which a CPC should be completed.

SITE#	COMMODITY	VARIETY/TYPE	AMOUNT/UNIT GROWN	HARVEST SEASON	EST. PRODUCTION (LBS., CTN.)
1	Anemone		300 sq. ft.	Nov – March	1,100 bunches
1	Artichokes	Globe	3 acres	March – Oct	1,200 cartons
1	Basil		9 sq. ft.	Year Round	30 lbs.
1	Eggs	Chicken	35 hens	Year Round	40 dozen
1	Honey		2 hives	Year Round	100 lbs./hive
1	Ivy	English	1,600 sq. ft.	Year Round	2,000 4-inch pots
1	Oranges	Navel	3 trees	Dec – Feb	120 lbs.
1	Peas	Sugar Snap	10 acres	March – Dec	1,500 cartons
1	Peppers	Red & Yellow	2 X 20 FT Rows	Aug – Sept	400 lbs.
1	Roses		500 sq. ft.	Year Round	500 bunches
1	Tomatoes	Heirloom	3 X 100 ft Rows	June – Sept	200 lbs.

List of Farmers Markets

Our website for the Ventura County Dept of Agriculture/Weights & Measures has a list of the farmers markets operating within Ventura County.

<https://cdn.ventura.org/wp-content/uploads/2021/08/Farmers-Market-List-2020-2021.pdf>

Egg Handler

If you plan on selling eggs from any species of fowl, you must be registered with CDFA as an egg handler.

<https://www.cdfa.ca.gov/ahfss/mpes/esqm.html>

Organic

If you plan to advertise as organic (verbally or with signage), you must be registered with CDFA as an organic producer. If you sell over \$5,000 in gross sales annually as organic, you must also be certified organic by an approved

certifier. <https://organic.cdfa.ca.gov/organicreq/>

Banner Requirement

All vendors of agricultural products selling within a certified farmers’ market must post a sign or banner at the point of sale that states:

- 1) The name of farm or ranch (this name should match the DBA listed on the CPC)
- 2) The **county** where the farms maintain the production grounds as listed on the CPC.



- 3) A statement that “We Grew What We Are Selling” or “We Raised What We Are Selling” or “We Grow What We Sell” or a similar phrase.
- 4) *If you are selling for another certified producer in a second certificate situation, you must have an additional banner for that certified producer.

Nursery License

To sell seedlings or potted plants, you will also need a Nursery License issued by CDFA. If you sell less than \$1,000 within the county of production, you may qualify for a Fee Exempt Nursery License. Here are the links for both (once you have completed the application, please submit it to our office (or CDFA) for approval:

Fee Exempt Nursery License: Please Submit to the CDFA for processing:

https://www.cdfa.ca.gov/plant/pe/nsc/docs/nipm/nipm_2_4_fee_exempt_lic.pdf

Nursery License: Please submit to the CDFA for initial processing: they will accept payment, process the application, and forward it to our department for issuing.

https://www.cdfa.ca.gov/plant/pe/nsc/docs/nipm/nipm_2_1_nsy_lic_app.pdf

Queensland Fruit Fly-Quarantine Restrictions

To prevent the spread of the Queensland fruit flies via infested fruits and vegetables, certified producers in the quarantine area can't move host fruits or vegetables from their property to Certified Farmers Markets without first obtaining a compliance agreement.

For information: <https://www.cdfa.ca.gov/plant/qff/regulation.html>

Celery Growers

The entire County of Ventura has a declared Celery Host-Free Period: At any place within the county, outside of greenhouses, the host-free period shall commence on July 15 and end on August 4. Inside of greenhouses, the host-free period shall commence on July 15 and end on July 22. This means that you may not grow celery during the host-free period.

Citrus Growers

All citrus growers must enter into an Asian Citrus Psyllid (ACP) or a Huanglongbing (HLB) compliance agreement depending on where they are located in the County. All fruit must be properly safeguarded while in transit. With the exception of mandarins, all fruit must be free from leaves & stems and all life stages of ACP. Fruit may not leave the HLB Quarantine Zone without first going through one of the following mitigation methods: Spray treatment with an approved chemical, wet wash, field cleaned by machine, or grate cleaned.

For more information: <https://www.cdfa.ca.gov/citrus/>



COUNTY of VENTURA

Agriculture/Weights & Measures

Agricultural Commissioner
Korinne M. Bell

Selling by weight

When any agricultural products are sold by weight, the scale used must be legal for trade. A legal for trade scale must have a Certificate of Approval issued by the California Type Evaluation Program (CTEP) <https://www.cdfa.ca.gov/dms/programs/ctep/ctep.html> or a Certificate of Conformance issued by the National Type Evaluation Program (NTEP) <https://www.ncwm.com/ntep-certificates>. All scales used for commercial purposes must be registered, inspected, and sealed by County Agriculture/Weights and Measures before being used or placed into service.

Farmers Market Discount Scale Fees:

\$60 location fee, \$12.50 per computing scale, \$13.00 per counter scale, and \$2.20 State Admin fee per scale. One computing scale for \$74.70 (2 for \$89.40). One counter scale for \$75.20 (2 for \$90.40). Scales may be brought to the Weights & Measures Meter Lab for registration/testing/sealing:

Ventura County Saticoy Yard

11201 Riverbank Dr, B

Ventura, CA 93004

Tuesday 7:30-11:30 AM and Thursday 12:30-4:30 PM

For more information regarding device registration or scale inspections please contact **(805) 654-2444**