



TOWN OF WAYLAND

41 COCHITUATE ROAD
WAYLAND, MASSACHUSETTS 01778

Julia Junghanns, R.S., C.H.O.
DIRECTOR OF PUBLIC HEALTH
TEL. (508) 358-3617
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March 29, 2017

Welcome Prospective Summer Farmers Market Vendor!

Attached is the Town of Wayland complete application packet for the Wayland Summer Farmers Market which begins in June 2017 and will cover your participation for just the Summer Market which will run through October 2017. To participate please complete all enclosed forms and mail them to us with the \$75 fee. We are more than happy to answer any questions you may have regarding this process prior to your submission. This application process is to be completed AFTER you have been approved by Russell's to participate.

Please submit all required materials * and a check for \$75 made out to the Town of Wayland together in one package by either return mail or in person to our office. We will need a couple of weeks to process

Wayland Board of Health
41 Cochituate Road
Wayland, MA 01778
508-358-3617

PLEASE NOTE:

If you were permitted for the 2017 Winter Market your permit is valid through December 31, 2017 as long as you are serving/selling the same products and none of your information has changed. If you're serve safe or allergen certificates have expired and been renewed or your contact information has changed, we require updated copies be on file in this office. If your demographics have changed or if what you're serving or selling has changed, you will be required to complete another application. If those changes require permitting changes forcing a complete re-review of your application, you may be subject to an additional review fee. We will contact you if that condition exists.

Required Submission:

1. Completed and signed 2 page, 2-sided Application. * Note that there is a section at the top of the first page for you to check off the attachments you are providing to us.
 - a. Fill out all applicable sections. Attach the menu of items to be served and if sampling is to be done, explain how it will be done.

Attach a copy of your Serv Safe certificate and Allergen certificates. NOTE: Serv Safe and allergen certificates are both good for 5 years; renew if necessary. If you do not have the Allergy certificate, as Massachusetts requires, here is the link to the website that offers the video course and certificate:

<http://www.mass.gov/eohhs/docs/dph/environmental/foodsafety/allergen-awareness-vendors.pdf>

2. Attach a copy of your home base commissary town permit or residential kitchen permit.
3. Attach a copy of your workers comp declaration page with dates that cover this market.

If you are not required to have workers comp, check off number 3 or 4 of the Affidavit, fill out the top section with your business name, sign and attach.

4. Enclose a check made out to the Town of Wayland and mail the complete package to:

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41 Cochituate Road
Wayland, MA 01778

5. We are aware that you may be applying for Markets in many towns and suggest that you follow up with us well in advance of June 28, 2017 if you have not received your permit. Send follow up email to: PWhite@wayland.ma.us

Thank you for your cooperation and we look forward to working with you.

Sincerely,

Julia Junghanns, R.S., C.H.O.
Director of Public Health
Wayland Health Dept.
508-358-3617

