



Food & Beverage Vendor Guidelines & Agreement

If vendor sales involve food, the participants must have all relevant documents or permits required to operate legally, efficiently, and healthfully. Each Market does/will get inspected throughout the Season. This document outlines the criteria for cottage foods, the FDACS mobile food permit, and the DBPR licensing process. All food and beverage vendors will also be required to have the following criteria to be approved by the **TSM** Organization application. Additionally, when scheduled for a **TSM** operated event, each food and beverage vendor will be reviewed by the **TSM** market manager onsite to ensure compliance with the following health and safety standards.

Mandatory Checklist for Onsite Food & Beverage Vendors for TBM Events:

1. Personal Protective Equipment: All food handling must be done while wearing gloves.
2. Sampling Supplies: Use individual cups, plates, or spoons for sampling, ensuring gloves are worn during distribution.
3. Fire Safety:
 - A 2A10BC fire extinguisher is mandatory for any cooking or heat-related activities.
 - A K10 fire extinguisher is required if grilling or frying.
4. Sanitation Setup: Establish a sanitizer station equipped with appropriate sanitizing solution and buckets for washing and drying utensils.
5. Handwashing Facility: Vendors selling food under DBPR regulations must have a designated handwashing station.
6. Temperature Control: Ensure adequate ice and coolers are available to maintain proper food temperatures.
7. Electrical Safety: Use electrical cords that are properly grounded and in good condition. Cords must be securely covered with rugs or taped down to prevent tripping hazards.
8. Propane Safety: Store propane tanks in a milk crate or elevated off the ground, using a 5-foot hose to connect them from the rear of the tent.
9. Generator Guidelines: Any generators utilized must be quiet and produce clean emissions. Ensure compliance with all requirements for a safe and successful market experience.

Please be aware: Should any item from the checklist not meet compliance standards, the market manager will discuss the issue with you and specify a timeframe for you to address the non-compliance before you can proceed with any future bookings.

****Florida Food and Beverage Licensing Overview****

There are three distinct methods for securing the necessary permissions and licenses to sell food, whether it's pre-packaged or prepared for immediate consumption at an event. Each method corresponds to specific producers based on their food preparation processes: Cottage Law, the Florida Department of Agriculture and Consumer Services (FDACS), and the Division of Hotels and Restaurants (DBPR).

1. Cottage Food (Florida Department of Agriculture and Consumer Services)

This includes products such as:

- Loaf breads, rolls, biscuits
- Cakes, pastries and cookies
- Candies and confections
- Honey
- Jams, jellies and preserves
- Fruit pies and dried fruits
- Dry herbs, seasonings and mixtures
- Homemade pasta ● Cereals, trail mixes and granola ● Coated or uncoated nuts
- Vinegar and flavored vinegars
- Popcorn and popcorn balls

Cottage Food Law Basics

- Cottage food operators may sell cottage food products on their website, by mail order, and direct to consumers (in person).
- Cottage food products cannot be sold wholesale.
- Cottage foods must be properly packaged and labeled. Cottage food operators can serve free samples for tasting, but the samples must be prepackaged.
- A cottage food operation must comply with all state or federal tax laws, rules, regulations or certificates that apply to all cottage food operations.

Please review the document linked below: For more information and a sample label for Cottage Foods, refer to the [Cottage Food Guidance click here](#).

2. The Florida Department of Agriculture and Consumer Services (FDACS) regulates mobile food vendors who sell only prepackaged foods or non-potentially hazardous food items, including:

- Foods that are not temperature controlled for safety, including ice confections, coffee, tea, soft drinks, pastry products, popcorn and candies;
- Raw fish products that include no processing on site; and
- Fresh-squeezed juice meeting specific requirements.

*Hemp or CBD extract intended for human consumption requires a Hemp Food Establishment Permit.

The central contact point is www.freshfromflorida.com Read or download the following important forms:

- ✓Dept. of Agriculture: Standards for Farmers Market Vendors.
- ✓Dept. of Agriculture: Application Form.
- ✓Department of Agriculture, contact info: 1.850.245.5520

For a summary of regulations, see our [Mobile Food Permit Requirements](#) [ 193.65 KB].
For an example of what this license looks like [CLICK HERE](#).

3. The Division of Hotels and Restaurants is responsible for licensing vendors who are selling food items that require on-site preparation through heating, frying, cooling, or simple sandwich assembly at events in Florida.

Regarding food items that require on-site preparation through heating, frying, cooling, or simple sandwich assembly, there are several licensing options available in Florida.

Restaurants that participate in events are typically already covered under their existing operational licenses. However, there are also "Temporary" licenses specifically for event vendors:

1. Annual License: This \$456 (price subject to change) license is valid for one year and allows vendors to operate at any market or event across the state.
2. 3-Day License: Priced at \$91 (price subject to change), this license is for vendors participating in events lasting 3 days or less.
3. Over 3-Day License: Costing \$105 (price subject to change), this license is for vendors at events exceeding 3 days, though there may be additional restrictions.

More details on these temporary licensing options can be found on the DBPR website.

For a 10x10 food booth, vendors can apply for a temporary license through the DBPR Hotels & Restaurants Division website. Food trucks and carts have their own licensing pathways, which can also be explored on the DBPR site.

For further assistance, the Division of Hotels and Restaurants can be reached at 1.850.487.1395 or through their website at www.myflorida.com/dbpr.

When applying for a temporary food service license in Florida, the authorities will typically require an on-site inspection at the actual market or event location where you plan to operate. Vendors should be prepared for the inspectors to schedule a visit to the specific venue to ensure compliance with regulations.

***All ready to eat food vendors should abide by these rules on this Temporary Event Checklist. [Click Here to view it.](#)**

For an example of what this license looks like [CLICK HERE.](#)

DBPR Inspection Update:

- For Food Vendors: Upon applying to the TBM organization, and if the vendor needs a DBPR inspection to obtain a license or a renewal, the vendor will take the following steps:
- Visit the DBPR website to send an email containing the market location and date they are booked for and to request an inspection. Allow a minimum of 3-4 business days prior to the scheduled event.
- On the Market Date and when DBPR performs the inspection they will provide the inspection. Once the inspection has occurred the vendor will need to register online for their selected license through DBPR.
- Each Vendor is responsible for uploading an active license to their TBM Organization application upon receipt.

FOOD VENDOR RULES & REGULATIONS

- For temporary food vendors using cooking equipment that produces grease-laden vapors, the authorities require the provision of properly tagged and serviced Class K fire extinguishers.
- Propane tanks must be placed a minimum of 5 feet away from any heat source or tent structure. Additionally, a 2A-10BC tagged and serviced fire extinguisher is mandatory if cooking or using a heat source.
- Propane tanks must be secured to prevent tipping, with milk crates being a common solution for smaller tanks. Exchanging propane tanks during the event is prohibited.
- Cooking equipment cannot be used within 10 feet of any structure that is not a one or two-family dwelling. The authority having jurisdiction (AHJ) reserves the right to immediately discontinue any fire deemed a hazardous condition.
- For vendors operating under a tent, proof of flame certification or NFPA 701 compliance for the tent material is required. Cooking with solid fuels like charcoal or wood also necessitates a direct water source or multiple water-based fire extinguishers on hand.

Food Truck Vendors in the Tampa Bay Area must provide the following documentation:

1. Proof of valid General and Automotive Liability insurance, including the policy number and expiration date.
2. A current license from the Florida Department of Business and Professional Regulation, Division of Hotels and Restaurants.
3. Up-to-date Business Tax documentation from any city or county within Florida.
4. A copy of the food truck owner's Food Safety/Professional Manager Certification issued by the state.
5. Approval from the local Land Development and Zoning authorities if operating on private property during a city-approved special event, where the private lot is adjacent to the event site.
6. Annual certification for any LP Gas systems installed on the food truck, with proof provided to event organizers.

Additionally, food trucks must maintain a minimum 10-foot separation distance between each other at the event location.

These guidelines help ensure food truck vendors in the North Tampa region meet the necessary regulatory and safety requirements to operate legally and responsibly at events and on private property.

For food trucks operating at our local markets, the Fire Marshal has established the following requirements:

1. If the food truck is used for cooking operations, it must be equipped with a commercial hood and a fire suppression system.
2. At a minimum, all food trucks must have a 2A-10BC fire extinguisher that is properly tagged and serviced.
3. If the cooking process produces grease-laden vapors, the food truck must also provide tagged and serviced Class K fire extinguishers.
4. Food trucks are subject to safety inspections by the Fire Marshal's office at any time during their operation at the market.

These guidelines help ensure the safe operation of food trucks and protect the well-being of both vendors and patrons at our market events. Compliance with the Fire Marshal's requirements is mandatory for all food truck participants.

Food trucks are required to adhere to the regulations and inspections set by the fire marshals at the event location. The Springs Market may request proof of compliance from vendors to ensure participation.