



County of Los Angeles Public Health

Environmental Health Division

Specialized Food Services Program

5050 Commerce Drive, Baldwin Park, Ca 91706

Phone: (626) 430-5421 | Website: <http://publichealth.lacounty.gov/eh>



COUNTY OF LOS ANGELES
Public Health

COMMUNITY FOOD PRODUCTION REGISTRATION FORM

For questions, refer to "Frequently Asked Questions: Community Food Production," available at www.publichealth.lacounty.gov/eh

REGISTRATION REQUIREMENTS

To begin the application review process, submit a completed Community Food Production Registration Form, all supporting documents and a non-refundable registration fee of \$129.00 to Environmental Health's Specialized Food Services Program.

To renew your registration, submit a completed Community Food Production Registration form, all supporting documents and a non-refundable renewal registration fee of \$65.00 to Environmental Health's Specialized Food Services Program.

Checks and Money Orders are to be made payable to: County of Los Angeles. If payment is not received within 30 days from the registration submittal date, a new registration must be submitted.

COMMUNITY FOOD PRODUCTION CONTACT INFORMATION

Doing Business As (DBA) Name: _____

I am registering as a:
(Check all that apply)

- Producer
- Gleaner
- Renewal

Site Address: _____

(Producers: Where food is grown / Gleaners: Where food is packaged)

Mailing Address*: _____

*If different from above

Contact Person's Name: _____ Phone: (_____) _____

Email Address: _____

COMMUNITY FOOD PRODUCTION

The California Retail Food Code (Cal Code), Section 113752, defines a **Community Food Producer** as a producer of agricultural products on land that is not zoned for agricultural use but is otherwise in compliance with applicable local land use and zoning restrictions, including, but not limited to restrictions governing personal gardens, community gardens, school gardens and culinary gardens.

The California Retail Food Code (Cal Code), Section 113796, defines a **Gleaner** as a person who legally gathers remnants of an agricultural crop or harvests part of, or all of, an agricultural crop made available by the owner of the agricultural crop.

Whole uncut fruits or vegetables, or unrefrigerated shell eggs may be sold or provided directly to the public, to a permitted restaurant, food bank, or a cottage food operation if the community food production meets all of the following requirements:

OTHER LOCAL AGENCY REQUIREMENTS

Please initial to confirm the following requirements, if applicable, have been met.

Applicant Initial(s)

1. Land Use and Zoning Approval – Producer/Gleaner

I have checked land use and zoning ordinances in my city/municipality and have determined that I am allowed to produce agricultural products at the above site address.

I have checked land use and zoning ordinances in my city/municipality and determined that I am allowed to sell produce at the above site address.

2. Sales Permit/License – Producer/Gleaner

I have contacted my local jurisdiction to obtain a business license or peddling permit, if required.

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3. Egg Sales Registration – Producer Only

- I am producing eggs for sale or distribution, and have attached proof of registration with the California Department of Food and Agriculture's Egg Safety and Quality Management Program. Registration information can be found at: <http://www.cdfa.ca.gov/ahfss/mpes/esqm.html>
- I am not producing eggs for sale or distribution.

4. Pesticide Use – Producer Only

I have contacted the Los Angeles County Agricultural Commissioner's Office regarding the use of pesticides.

WATER SOURCE

Operator shall ensure that water used for irrigation and harvesting is from a clean, potable source. What is the water source that will be used in the garden?

- A Municipal Water District or regulated water system. Name: _____
- A private water well that meets the minimum bacterial and chemical standards of a Transient Non-Community (TNC) water system.
- Other (Please Specify): _____

Note: If bacterial and chemical standards are unknown, we recommend the water be analyzed by a California-certified testing laboratory to ensure it meets the minimum water quality standards required for a transient, non-community (TNC) water system. For questions regarding these standards, please contact the Environmental Health Drinking Water Program at (626) 430-5420.

PRODUCE GROWN

Please list all produce that will be sold and/or donated. Enter multiple crops separated by a comma (,). (For example: Apple, Pear, etc.)

- Fruits: _____
- Herbs: _____
- Vegetables: _____

Terms of Agreement

As a Community Food Producer/Gleaner, I will ensure:

Operational Requirements

- Whole, uncut fruits, vegetables or shell eggs are produced in compliance with all applicable federal, state, or local laws, regulations and food safety guidelines issued by a regulatory agency.
- All agricultural products are properly labeled and packaged in accordance with all applicable labeling and packaging laws. For more information, contact the Los Angeles County Department of Agricultural Commissioner/Weights & Measures at (626) 575-5466.
 - At the minimum, agricultural products must be labeled with the DBA, mailing address, phone number and registration number of the Community Food Producer or Gleaner. If a label is not available, a conspicuous sign will be provided with the DBA, address, phone number and registration number of the Community Food Producer or Gleaner.
- Implementation of all applicable best management practices outlined in the California Department of Food & Agriculture Small Farm Food Safety Guidelines on safe production, processing and handling of foods.
- Produce, grown or acquired, will be sold or provided directly to the public, permitted restaurants, Food Banks or Cottage Food Operators.
- Local land use and zoning requirements, such as special event permits that may apply to on site sales, are met.

ABC Farms
123 Farming Way
Farm Town, Ca 98765
(123) 456-7890
Registration #: SR001234

Site/Soil/Water Requirements

- Water used on the site location is from a clean source, free from contaminants. If a question arises regarding the quality of water, I will contact the Environmental Health Drinking Water Program at (626) 430-5420.
- To contact Environmental Health Toxics Epidemiology Program, at (213) 738-3220, if there are questions or concerns regarding elevated levels of lead, or other metals, in the soil.

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- Water runoff through the garden is minimized to prevent site contamination.
- Produce will not be grown or collected within 10 feet or on top of any part of a septic system or leach field.

Growing and Maintenance Practices

- All organic matter is disposed of or properly composted.
- Composted manure will only be used if purchased from a commercial outlet. Raw manure may not be used as a compost or fertilizer.
- To minimize vegetation accumulation and piles of decaying fruits and vegetables to avoid nesting or hiding places for rodents and rodent attractants.
- The site is secured from unauthorized access at all times.
- Notification is made and approval is obtained from the Agricultural Commissioner before using a pesticide at the site.

Harvesting Practices

- Produce and harvest equipment are stored in a clean location and protected from rodents and insects.
- All harvested produce are stored in clean containers.
- All harvesting tools are properly cleaned after each use.

Worker Sanitation

- Proper hand washing techniques are followed after working in the garden.
- Access to hand wash and toilet facilities.
- Producers and Gleaners refrain from working in the garden while sick.

Inspection and Distribution Requirements

- Produce from the garden will not be termed as "organic" unless previously authorized by the Agricultural Commissioner. For more information, please contact the Los Angeles County Department of Agricultural Commissioner/Weights & Measures at (562) 622-0426.
- Produce from the garden is sold or provided only to restaurants, food banks, Cottage Food Operations or directly to the consumer.
- Records (invoices and receipts) are maintained for at least one year and shall be made available during inspections by Environmental Health.

Egg Production

- Egg production is limited to 15 dozen shell eggs per month.

OPERATOR'S CERTIFICATION STATEMENT AND SIGNATURE:

I hereby agree:

- Under penalty of perjury that I am the operator of this community food production or gleaning operation and information contained in this document is correct and true.
- To conform to applicable requirements of the California Retail Food Code and applicable City or County codes, including directives and orders issued under these codes.
- To implement best management practices and adhere to the above Terms of Agreement.
- To grant access to Los Angeles County Department of Public Health to conduct an investigation of my community food production operation in the event of a food recall or food safety complaint associated with my community food production operation.
- And understand that I may be assessed additional fees for any complaint investigations.

Printed Name of Owner or Operator

Signature of Owner or Operator

Date

NOTE: This registration form will not be reviewed until all supplemental documents and non-refundable registration fee are submitted.

FOR OFFICE USE ONLY

Date Received: _____ Registration/SR #: _____ Amount Paid: _____

Approved by: _____