**FARMER’S MARKET ORGANIZER AND VENDOR CHECKLIST**

**Categories**

**Farmer’s:** Need to complete the Cook County Farmer’s application

**Sampler’s who are not selling anything:** Need to complete the sampler’s application and must submit

1. A copy of their current business license
2. Their last two health inspections
3. If they have it a sampling license from the State of Illinois

**In town establishments**: Need to complete the Cook County event application.

**Outside establishments**: Must submit

1. Completed Cook County event application
2. A copy of their current business license from their town/county
3. A copy of their current Food Service Sanitation License
4. Their last two health inspection reports

**Cottage Food Vendors**: (outside of Cook County)

1. Completed Cook County event application
2. Paperwork showing approved Cottage Food Vendor status

**Shared Kitchen Users**: Must submit

1. Completed Cook County event application
2. Current rental kitchen agreement
3. Current license/permit for the rental kitchen
4. Current Food Service Sanitation License
5. A copy of the labels for pre-packaged food items

**On-site Food Preparation**: Must Submit

1. Completed Cook County event application

All paperwork must be submitted with the application at least 2 weeks prior to the event to allow time for processing.

**Where to send information**

**Farmer’s Market:** Kamala Nagaraj knagaraj@cookcountyhhs.org

**Phone**: 847-818-2844