

# Certified Producers Certificate Worksheet (CPC)

Please complete the following:

See Fee Schedule for CPC fees

Grower Name \_\_\_\_\_

Business Name (DBA) \_\_\_\_\_

Address \_\_\_\_\_

Business Phone \_\_\_\_\_

Resident Phone \_\_\_\_\_

Locations of production site: *(please be specific)*

1. \_\_\_\_\_

2. \_\_\_\_\_

3. \_\_\_\_\_

Storage site location: \_\_\_\_\_  
(If applicable)

In addition to Orange County, I plan to sell in the following counties: (additional fee for each county.)

1. \_\_\_\_\_ 2. \_\_\_\_\_

3. \_\_\_\_\_ 4. \_\_\_\_\_

Transporting products into another county for the purpose of selling at a certified farmers' market within that county is permitted only in the authorized counties listed on the certified producer's certificate.

***Sell for authorization:***

I authorize the following certified producer(s) to sell the commodities indicated on my certificate.

\_\_\_\_\_ County/Certificate # \_\_\_\_\_

\_\_\_\_\_ County/Certificate # \_\_\_\_\_

***Sell by authorization: Written documentation is required.***

I am authorized to sell on behalf of the indicated Certified Producers.

\_\_\_\_\_ County/Certificate # \_\_\_\_\_

\_\_\_\_\_ County/Certificate # \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

**Crop List – Please list all crops you have grown to sell at certified farmers’ markets. Production will be verified by a site inspection before addition to the certified producer’s certificate. Attach additional pages if needed.**

SITE #	COMMODITY	VARIETY/TYPE	AMOUNT/UNIT GROWN	EST. PRODUCTION	HARVEST SEASON	SEASON ALTERING DEVICE	MONTHS IN STORAGE

Site# - List production site # from page 1 where crop is grown (if more than 1 production site)  
 Commodity – Name of crop (e.g. apples, corn, tomatoes)  
 Variety/Type – e.g. Granny Smith, Super Sweet, Beefsteak  
 Amount/Unit Grown – list acres, number of rows (including row length) or number of plants for each commodity.  
 Est. Production – How much you expect to harvest of each commodity, include units (pounds, ears, bunches, etc.)  
 Harvest Season – When you expect to harvest sellable commodities.  
 Season altering device – e.g. greenhouses, hoop houses, etc.  
 Months in storage – if items are being stored please list a storage site location on page 1.

**Return worksheet to:**  
**Orange County Agricultural Commissioner’s Office**  
 222 E. Bristol Ln,  
 Orange, CA 92865

(714) 955-0100  
 (714) 921-2713 Fax



# County of Orange Agricultural Commissioner

222 E. Bristol Lane  
Orange, CA 92865-2714  
(714) 955-0100

## CERTIFIED PRODUCER REPRESENTATIVE AUTHORIZATION LETTER

The following people are authorized to represent the undersigned Certified Producer at a Certified Farmers' Market:

<u>Immediate Family Members:</u> Parents, children, grandparents of the certified producer or a family member regularly residing in the certified producer's household. <b>LIST NAMES ONLY:</b>	<u>Salary/Wage Employees:</u> Any person employed at a regular salary or wage, on either a full or part time basis. An "Employee" cannot be any person whose compensation is primarily based on a commission of sales. <b>LIST NAMES ONLY:</b>

As a Certified Producer under Title 3, Article 6.5 of the California Code of Regulations (CCR), I authorized the above listed people under Section 1392.2 to sell agricultural products, which I have produced myself, at Certified Farmers' Markets in California.

I attest that compensation to the above named employee is based on a fixed salary and not on a commission or on a resale basis. I am aware that I may be asked for documentation of the above named employees' status by providing a copy of his or her W2 or W4 form.

I understand that I must immediately notify the Orange County Agricultural Commissioner of any changes or additions to this list.

I am aware that any violation of the Direct Marketing Regulations (CCR Title 3, Article 6.5) by me or by anyone authorized by me on this page, may be cause for me to receive administrative penalties with fines up to \$1,000 each and revocation of my Certified Producer's Certificate and/or of my privilege to participate in a Certified Farmer's Market in California.

This authorization letter expires when my Certified Producer's Certificate expires.

\_\_\_\_\_/\_\_\_\_\_  
Certificate Number      Exp. Date

\_\_\_\_\_  
Certified Producer Name/DBA

\_\_\_\_\_  
Certified Producer Signature/Date



<b>Producer:</b> <b>CPC:</b>
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### RECEIPT OF DIRECT MARKETING REGULATIONS

I have received California Code of Regulations, Title 3, Division 3, Chapter 1, Subchapter 4, Article 6.5, pertaining to **DIRECT MARKETING** and agree to comply with all conditions.

I understand that a Certified Producer is a grower who sells agricultural products of their **own** production at Certified Farmers' Market. The **only** time that I can sell products that I did not produce is when representing another certified producer under an additional certificate and both certificates are properly cross-referenced. Additional requirements regarding second certificates are in the CCR provided to me.

I will provide to the market manager a product list at the end of each market day. The product list will state the name of the certified producer, the identity of each product sold as it appears on my certified producer's certificate, and the quantity of each product sold at the market.

**I agree to comply with these regulations and I understand that failure to comply with these regulations may result in a Notice of Noncompliance/Violation and could lead to an Administrative Penalty.**

**Producer:**

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Print Name: \_\_\_\_\_

Office use only:

Received by:

Date: