



SHASTA COUNTY

DEPARTMENT OF AGRICULTURE/WEIGHTS & MEASURES

PAUL KJOS
Agricultural Commissioner
Sealer of Weights & Measures

3179 Bechelli Lane, Suite 210, Redding, CA 96002
California Relay Service: 711 or 800-735-2922
Voice: 530-224-4949 ∇ Fax: 530-224-4951

Please complete the application, and mail or hand deliver to our office. We will contact you for an appointment after it has been processed.

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CALIFORNIA CERTIFIED PRODUCER'S CERTIFICATE
Instructions for Completing Draft Application

1. NAME, ADDRESS, PHONE – Complete with current information.
2. DBA (Doing Business As) - Business Name. Leave blank if you do not use a business name.
3. PRODUCTION SITE(S) – Location where crops you produce are grown. You may have more than one production site in the county.
4. STORAGE LOCATION(S) – If you have stored your certified agricultural product, list location(s) and number of months in storage.

5. SITE# - Identify Production Site Number of each commodity. You may grow at more than one location.
6. COMMODITY – Agricultural commodity produced. Examples: apples, grapes, honey, onions, peppers, squash, tomatoes, nursery stock.
7. VARIETY/TYPE (of commodity) – **PLEASE BE SPECIFIC.**
Examples: Delicious apples; green or Torpedo onions; bell or hot peppers; zucchini or acorn squash; red, yellow, cherry, or Roma tomatoes.
8. AMOUNT/UNIT - Planted area or amount for EACH variety or commodity. **PLEASE BE SPECIFIC.**
Examples: .2 Acre; 1 - 50 ft. row; 2' X 10; 10 trees; 50 hens, etc.
9. HARVEST MONTHS – Expected months of harvest.
Examples: April – June.
10. EST PRODUCTION – Estimated quantity of commodity to be sold at the **Certified Farmers' Markets**. (Not sales from your property or to stores.) Eggs usually sell by the dozen. Cut flowers usually sell by stem or bunch. Nursery stock sells by each plant (and requires a California Nursery Stock Certificate). Examples: 500 pounds, 100 gallons, 50 lugs.

11. AUTHORIZED COUNTY - List counties (other than Shasta County) where you intend to sell at a Certified Farmers' Market. Leave blank if you are selling only in Shasta County.
12. NAMES OF PRODUCERS - If you will have a Certified Producer sell your product for you, list their name and CPC number. If you will sell product for another Certified Producer, list their name and CPC number. Documentation of agreement between partners is required. Both embossed certificates must be displayed simultaneously at market.
13. CERTIFIED PRODUCER'S SIGNATURE – Please read statement and **sign**.

* **COPIES ISSUED (Official Use)** – Usually, one embossed copy per certificate. **You are required to post the embossed copy when you are selling at a Certified Farmers' Market.** If you plan to sell at more than one certified market at a time, you will need more than one embossed certificate. *Please inform agricultural staff how many **embossed** certificates you will need.*

\$20.00 - Certified Producer's Certificate
(U. S. Veterans' Exemption must provide DD-214 as proof of honorable discharge)
\$5.00 - Each Amended Certificate, including veterans.
(Original Certificate must be returned before amended Certificate can be issued.)

An original Certified Producer's Certificate will be prepared and signed by an Agricultural Investigator. This process may take several working days to complete. Your original signature will be required on the completed Certificate.

Return completed **DRAFT APPLICATION,**
APPLICATION CHECKLIST, MAP and COUNTY FEE
to SHASTA COUNTY DEPARTMENT OF AGRICULTURE

CERTIFIED PRODUCER'S CERTIFICATE

ISSUING COUNTY: SHASTA

CERTIFIED PRODUCER

NAME: JOHN Q. PUBLIC
 DBA: JOHN'S PRODUCE
 ADDRESS: 1234 BIG TOMATO LN
 CITY: REDDING ZIP CODE: 96003
 PHONE: (res.) (530) 111-2222 PHONE: (cell) 222-1111

EMAIL: johnsbigtomato@gmail.com

FOR OFFICIAL USE ONLY	
CERTIFICATE NO.:	////////////////////////////////////
COUNTY FEE:	\$20.00
ISSUING DATE:	////////////////////////////////////
EXPIRATION DATE:	////////////////////////////////////
AMENDED DATE:	////////////////////////////////////
COPIES ISSUED:	1

Only those products listed below, and grown at the following production site(s) by the certified producer may be sold at a certified farmers' market.

PRODUCTION SITE(s)					
1. 1234 HOME STREET, REDDING		4.			
2. 234 SECOND STREET, REDDING		5.			
3.		6.			
STORAGE LOCATION(s)		Months in Storage	STORAGE LOCATION(s)		Months in Storage
A. NA			B. NA		
SITE #	COMMODITY	VARIETY/TYPE	AMOUNT/UNIT	HARVEST MONTHS	EST. PRODUCTION
1	APPLE	RED DELICIOUS	3 TREES	SEPT - OCT	300 LB
2	EGGS	BROWN, WHITE, GREEN, PINK	50 HENS	ALL YEART	500 DOZ
1	MELONS	CANTALOUPE	20 X 30'	JULY - SEPT	100 LB
1	ONIONS	GREEN	1 - 10' ROW	1AUG - NOV	30 LB
1	ONIONS	YELLOW	20 X 20'	AUG - NOV	100 LB
1-2	SQUASH	ACORN	2 - 20' ROWS	OCT - JAN	40 LB
1	SQUASH	ZUCCHINI	.25 ACRE	OCT - JAN	200 LB
1	TOMATOES	CHERRY, RED SLICING	20 - 50' ROWS	JUNE - NOV	250 LB

FINAL LINE - NOTHING VALID BELOW THIS FINAL LINE.

AUTHORIZED COUNTY(IES) 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 this certificate.

1. TEHAMA	1.	1.	1.	1.
2. BUTTE	2.	2.	2.	2.

Name(s) of the Producer(s) that the Certificate Holder May Sell FOR:	ISSUING COUNTY/ CERTIFICATE NO.	Name(s) of the Producer(s) Authorized to SELL the Certificate Holder's Product:	ISSUING COUNTY/ CERTIFICATE NO.
1. N/A		N/A	
2. N/A		N/A	

<p>I have reviewed this certificate and certify that the information provided is true and correct. I further certify that I am knowledgeable and intend to produce in accordance with good agricultural practices as published by the department. See http://www.cdfa.ca.gov/is/i_&_c/cfm.html for a copy of the guidelines. I am aware I must also comply with any other local, state or federal laws. I understand that violations of these regulations may subject me to criminal and/or civil penalties, including fines, suspension and/or revocation of this Certificate and/or my privilege to participate in certified farmers' markets.</p> <p style="text-align: center;">_____ Certified Producer's Signature</p>	<p>This certificate is issued under authority of Title 3, Chapter 3, Article 6.5 of the California Code of Regulations. It authorizes the certified producer to sell produce directly to consumers at a certified farmers' market. Upon issuance of this certificate, the applicant is hereby registered with the California Department of Food and Agriculture.</p> <p style="text-align: center;">_____ PAUL KJOS Issuing Agricultural Commissioner</p> <p>BY: _____</p>
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****THIS CERTIFICATE MUST BE CONSPICUOUSLY POSTED AT POINTS OF SALE****



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APPLICATION CHECKLIST CERTIFIED PRODUCER'S CERTIFICATE

Certificate Number _____

Name: _____

Date: _____

Signature: _____

Fee: **\$20.00 Original Certificate**
\$5.00 Certificate Revision

All embossed certificate copies must be surrendered before a revised certificate will be issued.

1.	Are you authorized to sell for any other Certified Producers?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
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If yes, the California code of Regulations (CCR) Section 1392.4 (g) requires that a written authorization agreement between the parties be presented to the issuing Agricultural Commissioner prior to the issuance of a certificate. In addition, the names of the certified producers you represent must be on your certificate. You may sell for no more than two other producers during a twelve-month period.

2.	Do you authorize any other certified producers to sell for you?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
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If yes, their names must be on your certificate, and written authorization must be presented to the issuing Agricultural Commissioner prior to the issuance of their certificate. No more than two producers may sell for you in a twelve-month period.

3.	Are you currently in a farming partnership, leasing the property you are farming, or producing products under a sharecropping or similar contractual agreement?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
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If yes, CCR Sec. 1392.9 (.1 and .2) requires that proof of partnership or a copy of the current written contractual agreement be provided to the issuing Agricultural Commissioner at the time of application. The agreement must contain the following:

- A clear description of the property location, size, and present use.
- The date of the agreement.
- If a partnership, proof of partnership and disclosure of the degree of financial and material involvement of each party.
- If property is leased, a copy of the lease specifying the cost and terms of the lease.
- A NOTARIZED signature of all parties.



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APPLICATION CHECKLIST

4.	Do you sell nursery stock, such as vegetable plants or potted perennials?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
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If yes, you need to obtain a California License to Sell Nursery Stock. You may be eligible for a Fee-Exempt Nursery License if your production and sales are only in Shasta County and will not exceed \$1,000 in a year.

5.	Do you sell agricultural products by weight?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
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If yes, the type of scale used must be approved by the State of California, registered and sealed by a County Sealer of Weights and Measures.

6.	Do you sell agricultural products in closed, prepackaged containers?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
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If yes, the packages must be labeled with your name, address and zip code, and have a declaration of the product identity and net quantity contained in the package - Food and Agricultural Code (FAC) Section 47002(c).

Please take enough time to completely fill out the "commodities produced" section of the draft Certified Producer's Certificate and list all of the commodities you intend to grow. Also, if you plan to sell for other producers, or have them sell for you, include this on your certificate now.

An onsite inspection may be required *prior* to issuance of this certificate. An onsite inspection may be performed during the growing season.

Specific requirements and information pertaining to Direct Marketing are found in the California Code of Regulations (CCR) Article 6.5. Our office is available to help you with any issues or questions you may have.

• Document Checklist:

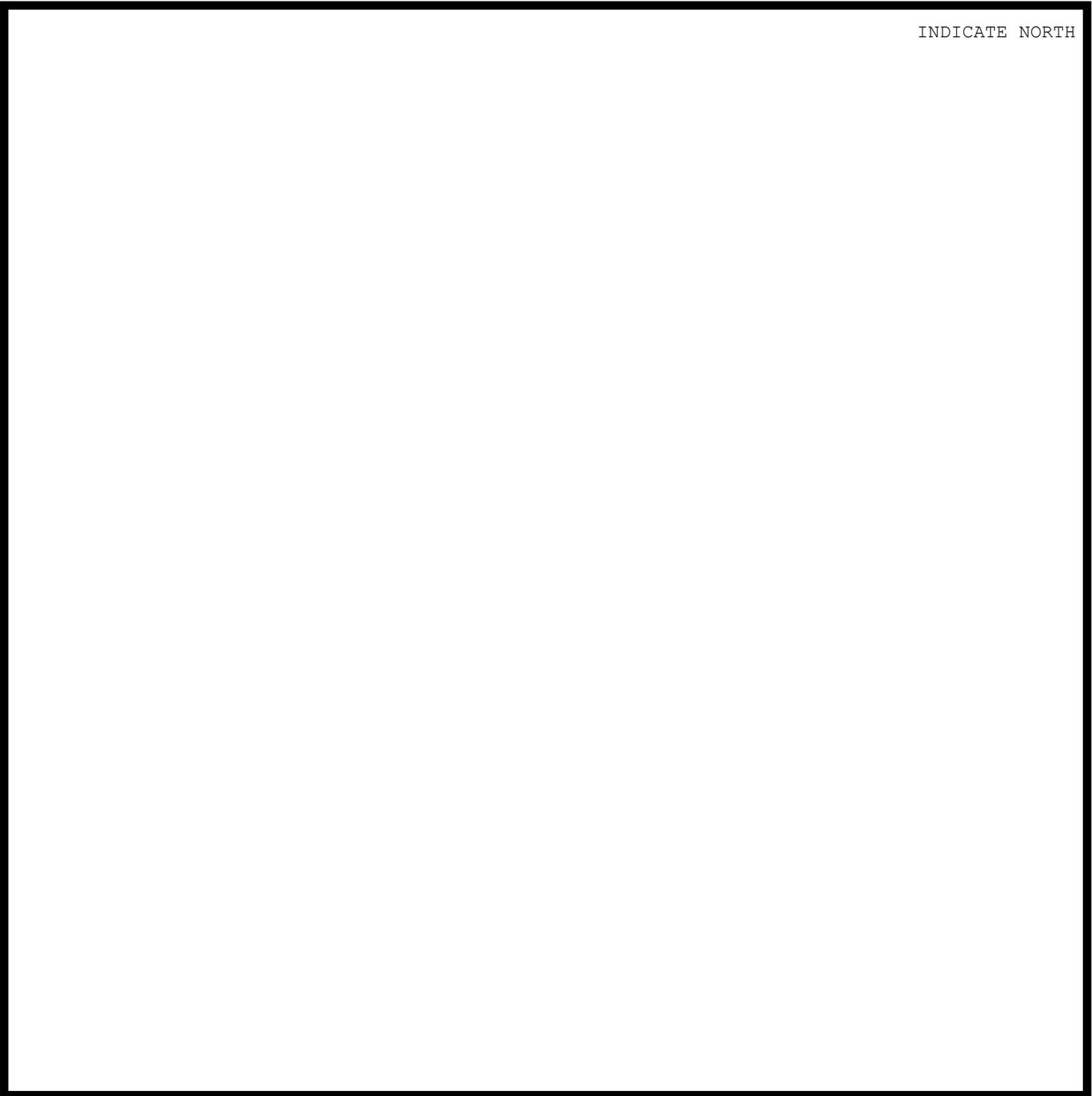
- If yes to #1: Written authorization agreement to sell for another producer.
- If yes to #3: Notarized, dated, written contractual agreement between parties.
 - For Partnership: copy of proof of partnership agreement, including terms and financial disclosure statement.
 - For Lease: copy of the lease, including property description, cost and terms.
- If yes to #4: Nursery License
- If yes to #5: Scale is registered and has a current seal.

CERTIFIED PRODUCER GROWING GROUND MAP

NAME	ADDRESS
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ALL MEASUREMENTS ARE APPROXIMATE AND NOT TO SCALE

INDICATE NORTH



SIGNATURE	DATE	REVIEWED BY	DATE