

# Farmers Market

## VENDOR GUIDE



West Virginia Department of Agriculture 

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**West Virginia Farmers Market Vendor Guide**  
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This document is updated when revisions to legislation, rules or other authorities occur.

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# Introduction

The Farmers Market Vendor Guide was developed to provide standards, guidelines and consistent information for farmers, food vendors and inspectors about food items that may be sold at farmers markets and conditions that must be met at the point of sale. The Guide represents a collaborative effort of the West Virginia Department of Agriculture (WVDA), the West Virginia Farmers Market Association and the West Virginia University Extension Service.

All farmers markets operating in West Virginia must register annually with the West Virginia Department of Agriculture (WVDA) at no cost. Consignment farmers markets, in addition to registering with the WVDA, are **REQUIRED** to obtain a FOOD ESTABLISHMENT PERMIT from their local health department.

Depending upon the product sold, a vendor may be required to obtain a Farmers Market Vendor Permit from WVDA at a cost of \$35 per year. Vendors are exempt from obtaining a FARMERS MARKET VENDOR PERMIT if they are selling fresh, uncut produce or non-potentially hazardous food products.



## Guide to Farmers Market Vendor Permits

	Commodity	Farmers Market Vendor Permit <b>WVDA</b>	Food Establishment Permit <b>DHHR</b>	Other Permits/ Requirements
<b>Non-Potentially Hazardous Foods</b>	Apple butter	Not Required	Not Required	Not Required
	Cakes	Not Required	Not Required	Not Required
	Candies & Confections	Not Required	Not Required	Not Required
	Cereals, trail mixes, granola	Not Required	Not Required	Not Required
	Coated or uncoated nuts	Not Required	Not Required	Not Required
	Commercially harvested mushrooms	Not Required	Not Required	Not Required
	Condiments - Non-Potentially Haz.	Not Required	Not Required	Not Required
	Dehydrated fruits and vegetables	Not Required	Not Required	Not Required
	Dog Food, Treats or Animal Feed	Not Required	Not Required	Must register with WVDA Regulatory Division to produce pet products
	Fresh, uncut produce	Not Required	Not Required	Not Required
	Fruit Pies	Not Required	Not Required	Not Required
	Honey	Not Required	Not Required	If selling value-added honey products, this may be a potentially hazardous food and require a Farmers Market Vendor Permit. Apiarist must be registered with WVDA.
	Breads, rolls, biscuits	Not Required	Not Required	Not Required
	Molasses	Not Required	Not Required	Not Required
	Jams & jellies (made with standard fruits, i.e., grape, strawberry, raspberry, etc.)	Not Required	Not Required	Not Required
	Popcorn, popcorn balls, cotton candy	Not Required	Not Required	Not Required
	Sorghum	Not Required	Not Required	Not Required
	Tomato sauce & juice	Not Required	Not Required	Not Required
Tree Syrup	Not Required	Not Required	Not Required	
Whole or chopped canned tomatoes	Not Required	Not Required	Not Required	
<b>Potentially Hazardous Foods</b>	Acidified Foods	<b>Required</b>	Not Required	Process Authority, WVDA label review and training certification
	Condiments-Potentially Hazardous	<b>Required</b>	Not Required	ACIDIFIED: Process Authority, WVDA label review and a training certificate. TIME/TEMP ONLY: Farmers Market Vendor Permit, WVDA label review, training certification
	Cut Produce	<b>Required</b>	Not Required	Not Required
	Eggs	Not Required	Not Required	Any vendor selling eggs shall be registered with WVDA as a Small Egg Producer.
	Fermented products	<b>Required</b>	Not Required	Process Authority and WVDA label review
	Fish	<b>Required</b>	Not Required	If processed at a processing facility, then must register as fish processing facility with WVDA and obtain a Fish Processing License
	Freeze Dried Products	<b>May be required</b>	Not Required	Same requirements as required before the freeze dried process
	Meats	<b>Required</b>	Not Required	WVDA distributors or commercial license or retail exemption
	Jams & Jellies (non-standard, i.e., basil, hot pepper, etc., no sugar added/artificially sweetened)	<b>Required</b>	Not Required	Process Authority, WVDA label review and training certification
	Other canned or preserved foods	<b>Required</b>	Not Required	
	Pasteurized Milk and Cheese - Produced	<b>Required</b>	Not Required	Must be a Grade "A" Milk Producer
	Pasteurized Milk and Cheese - Retail Only	Not Required	Not Required	WVDA Dairy Distributor Permit Required
	Pickled products	<b>Required</b>	Not Required	Process Authority, WVDA label review and training certification
	Poultry	<b>Required</b>	Not Required	WVDA distributors or commercial license or retail exemption
	Salsas	<b>Required</b>	Not Required	Process Authority, WVDA label review and training certification
	Sauces - hot sauce, marinara, spaghetti	<b>Required</b>	Not Required	Process Authority and WVDA label review
Raw Milk	Not Required	Not Required	Proper Labeling	

# Definitions and Common Abbreviations

A **Farmers Market** is defined as

1. A traditional market in which two or more vendors gather to sell a farm and food products directly to consumers at a fixed location.
2. An on-farm market or farm stand run by an individual producer that sells farm and food products.
3. An online farmers market in which two or more vendors collectively market farm and food products and retain ownership of these products until they are sold. Selling in this manner outside of WV requires use of a commercial kitchen for production and FDA-compliant label.
4. A consignment farmers market means a farmers market in which two or more vendors deliver their own farm and food products to a common location maintained by a third party that markets the vendors' products and receives a percentage share of the profits from sales, with the individual vendor retaining ownership of the farm and food product until it is sold. A consignment market may be mobile or stationary.
5. A mobile farmers market in which two or more vendors sell farm and food products directly to consumers from a mobile unit.
6. An area within a fair or festival at which farm and food products are sold.
7. Any other form of farmers market approved by the Commissioner of Agriculture.

**Commercial Kitchen** means a permitted manufacturing facility or food establishment designed for food production and food safety and eligible for interstate commerce. Only those products inspected and permitted by the county or state health department, or a federal agency will be recognized as made in a commercial kitchen. A vendor must be permitted for each product made in a commercial kitchen.

A **Farmers Market Vendor** is defined as a person or entity that sells farm and food products at a farmers market.

The **Farmers' Market Vendor Permit** is a permit that is required for a Farmers Market Vendor that is selling a Potentially Hazardous Food. The permit can be obtained by registering with the WVDA on a form provided online and at the cost of \$35. This permit is valid April 1 – March 31 and can be used statewide at all farmers markets. All vendors must display this permit in a conspicuous manner at the point of sale. Holders are subject to an annual/periodic kitchen inspection.

**Process Authority** means a person who has been recognized by the Association of Food and Drug Officials as having expert knowledge of the thermal processing requirements for low-acid foods packaged in hermetically sealed container or has expert knowledge in the acidification and processing of acidified foods and is found in the food processing authorities directory.

**Microgreens** are soil or hydroponically grown plants, usually around two weeks old, with a stem and true leaves intended to be consumed.

A **Non-Potentially Hazardous Condiment** is a spice or sauce that is added to food, typically after cooking, to impart a specific flavor or complement a dish. These products must be non-potentially hazardous, shelf stable and need no refrigeration. This does not include any product that requires time and/or temperature control. Examples may include salt, pepper, granulated garlic, honey, syrups.

A **Non-Potentially Hazardous Food (NPHF)** is a food that does not require a time/temperature control for safety as determined through pH and/or aw (water activity) testing.

A **Potentially Hazardous Food (PHF)** is a food that requires time/temperature control to keep the food safe for human consumption, or have water activity > 0.85, protein and a pH between 4.6 and 7.5.

A **Potentially Hazardous Condiment** is a spice or sauce that is added to food, typically, after cooking. This product will be acidified with a pH of 4.6 or below and water activity above 0.85. This product must have Process Authority, and a WVDA Certificate of Label Review. This product may require time and/or temperature control. Examples may include mustard, ketchup, horseradish, etc.

A **Sprouted Seed** refers to germinated seeds that are water grown with the stem and seeds and intended to be consumed.

**WVDA** refers to the West Virginia Department of Agriculture.

**WVDHHR** refers to the West Virginia Department of Health and Human Resources.

# Labeling Requirements

All food products made or packaged in West Virginia for direct, non-wholesale, purchase by consumers - whether made in a commercial kitchen inspected by WVDHHR or local health departments under its jurisdiction, or made in a non-commercial home, farm or community kitchen – shall carry product labels, regardless of whether the product is potentially hazardous or non-potentially hazardous.

Labeling shall generally conform to U.S. Food and Drug Administration rules and guidance unless specifically noted.

**Required label elements shall be of a size and style that is easily legible to the average person and shall consist of:**

1. Statement of identity, which is the common name of the product.
2. Company name of producer, packer, or distributor. Unless the name given is the actual producer, the name must be accompanied by a statement noting the relation to the product.
3. City, state and zip code of the producer, packer, or distributor.
4. Ingredients listed in descending order from greatest weight to least. Single ingredient products shall include an ingredient list to ensure consumers that it is the only ingredient in the product. The ingredient list shall begin with "Ingredients:" followed by the list.
5. Net contents or numerical count located in bottom third of the primary label panel in standard U.S. measures, followed by the metric equivalent in parentheses. Honey shall be measured by weight. Syrups shall be measured by liquid volume.
6. A statement of any of the major food allergens contained in the product, as specified by U.S. Food and Drug Administration. The statement shall be placed directly below the ingredient list and shall begin with "Contains" followed by the allergens. The current allergens are milk, egg, fish, crustacean shellfish, tree nuts, peanuts, wheat, and soybeans. Products that contain tree nuts, fish, or crustacean shellfish must also declare the specific type of allergen in parentheses following the broader category of allergen. Beginning Jan. 1, 2023, sesame will also be considered a major allergen and must be included in allergen statements.

**Products made in a home, farm, or community kitchen, in addition to the above elements are subject to the following additional rules:**

- Product labels must include the following statement: "This product was made in a non-commercial kitchen that may not be subject to inspection and may contain cross-contact allergens not included in the allergen statement."
- Non-potentially hazardous products may include hand-written net content statements if they remain legible to the average person.

**Non-potentially hazardous products shall carry a label affixed to the package, or labeling requirements may be satisfied by:**

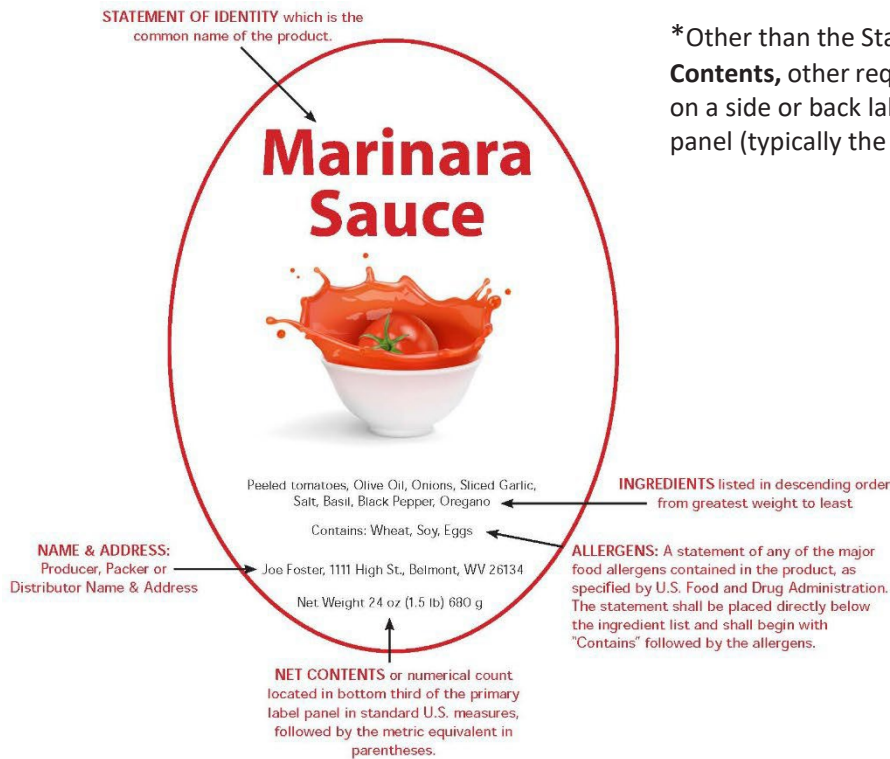
- Display of a placard showing the label information at the point of sale if the item is not packaged or displayed in a bulk container;
- Providing label information on a receipt or other document; or
- Publishing the label information on an internet site if the product is sold online.

**Food producers shall submit product labels and any associated forms or fees to WVDA for review for the following products and in the following circumstances:**

- Foods products intended for direct consumption by the purchaser that are made or packaged in a commercial kitchen inspected by WVDHHR or a county health department under its jurisdiction.
- Food products made or packaged in a non-permitted home, farm or community kitchen that are potentially hazardous.

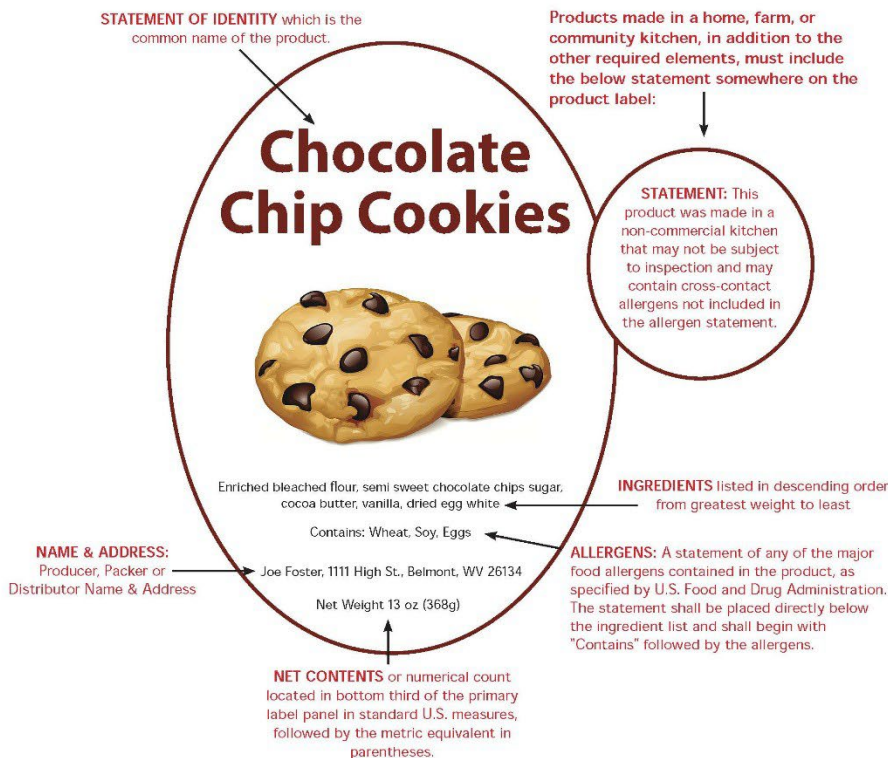


# LABEL EXAMPLES\*



\*Other than the Statement of Identity and **Net Contents**, other required label information may appear on a side or back label as well as the principal display panel (typically the front panel).

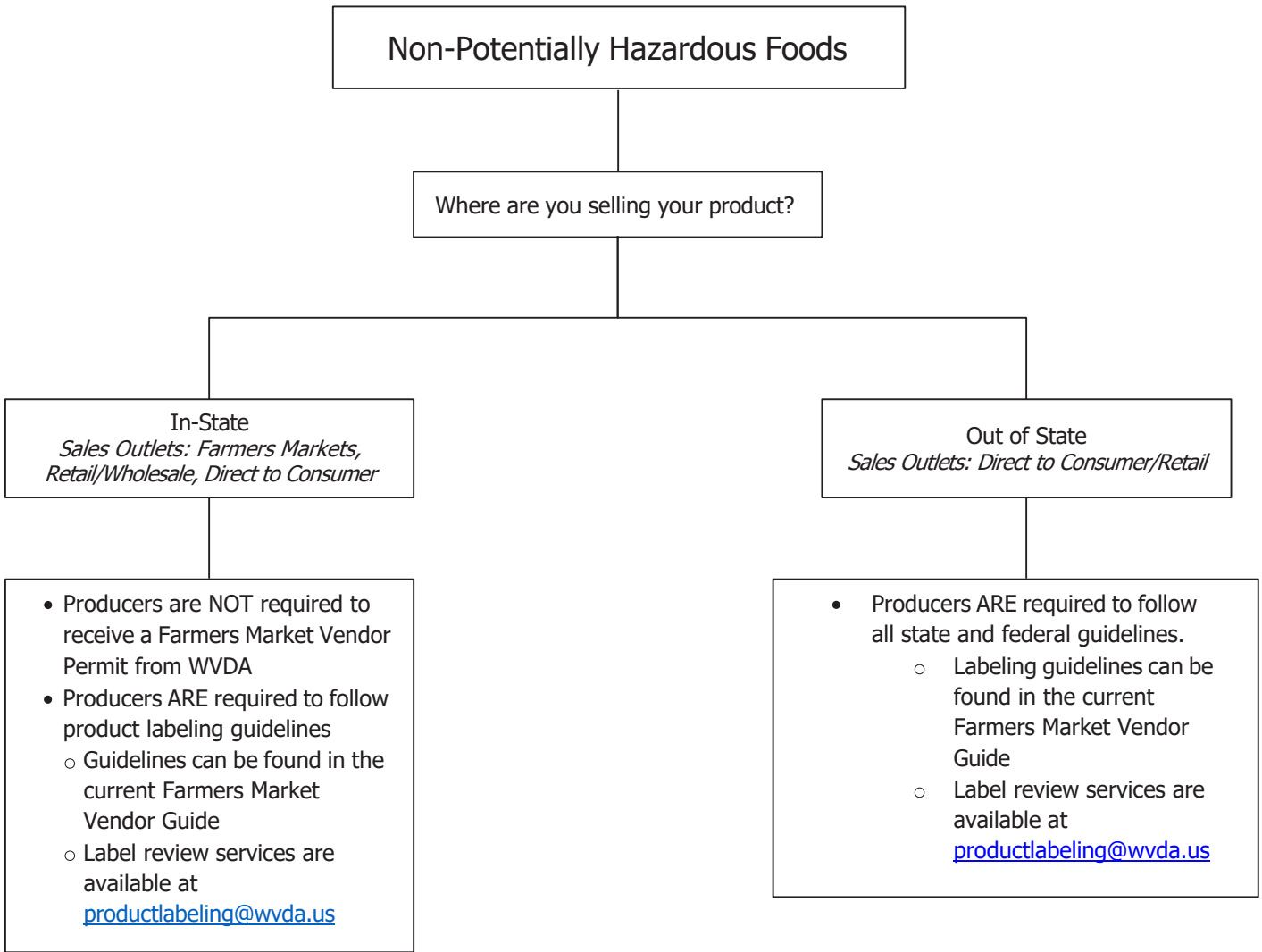
## PRODUCTS MADE IN A HOME, FARM OR COMMUNITY KITCHEN (see below)





# Non-Potentially Hazardous Foods

A **Non-Potentially Hazardous Food (NPHF)** is a food that does not require a time/temperature control for safety determined through pH and/or  $a_w$  (water activity) testing.



## **Apple Butter, Sorghum, Molasses and Tree Syrups**

Due to the high sugar content and the high temperature of the product when it is jarred, such products are considered to be non-potentially hazardous.

**Fruit butter** is a smooth and creamy spread that is created by slow-cooking fruit and sugar until it reaches the right consistency. These types of spreads are not always translucent and are often opaque. Pumpkin butter is not considered a fruit butter.

Products that contain additional ingredients (i.e. peppers, nuts, infused vinegars, artificial sweeteners or added fruit juice or oils) are not included in this provision. They fall under the 'Potentially Hazardous' category. These items need additional analysis to determine their salability at WV markets.

## **Baked Goods**

Baked goods and candy prepared in a home kitchen may be sold at a farmers market without a Farmers Market Vendor Permit as long as they are NOT potentially hazardous.

Products that are allowed for sale without a FMVP include cakes, fruit pies, yeast and fruit breads, and candy because these items are shelf-stable without refrigeration.

Whether these products do or do not present a hazard from a bacteriological standpoint, the food may be contaminated with filth or other extraneous matter. Therefore, the WVDA reserves the right to inspect the home kitchens based on observed health hazards or complaints from consumers.

WVDA requires that baked goods be pre-wrapped or protected from contamination during display and that they are properly labeled.



### Fruits and Vegetables

To meet the current FDA Food Safety Modernization Act (FSMA) Produce Safety Rule requirements, farmers selling fresh produce must display a sign at their farmers market stall or table, visible to patrons, indicating the name of the grower or farm and their related contact information.

Fresh, uncut fruits and vegetables are considered non-potentially hazardous foods and can be sold without a Farmers Market Vendor Permit.

Microgreens can be sold at a farmers market, however, sprouted seeds are not permitted. Refer to **Definitions** page for further descriptions of both.

Other foods may or may not be allowed for sale. Approval for questionable products is at the discretion of the Commissioner of the West Virginia Department of Agriculture or his/her designee.

### Honey

The sale of honey is permitted at farmers markets. The apiarist must be registered with WVDA. The product must follow labeling requirements for other products, plus a warning against feeding honey to infants under one year old. Honey is measured by weight, not volume.

If a producer wishes to sell value-added honey products such as toppings or honey infused with other products, some of these may fall under the 'Potentially Hazardous' products category and they must obtain a WVDA Farmers Market Vendor Permit and have an annual kitchen inspection. These products will be individually evaluated to determine if potentially hazardous.

### Jams and Jellies

The sale of home-processed standard jam and jelly (containing sugar and no unusual ingredients) is permitted at farmers markets without acquiring a WVDA Farmers Market Vendor Permit as these products are not considered potentially hazardous. Fruits and berries usually associated with jam and jelly are grape, strawberry, raspberry, peach, orange, etc.

No sugar-added, artificially sweetened and jams and jellies with peppers or other uncommon ingredients are considered potentially hazardous.

**Jam** is a mixture of fruit, sugar, and sometimes pectin, which is used as a thickener. It all gets boiled quickly until the fruit breaks down just enough to soften but still holds much of its shape. The result is something that is thick and spreadable but a bit clumpy here and there.

**Jelly** is made from sugar, pectin, acid, and fruit juice and is a clear spread that is firm enough to hold its shape. Jellies can also be made from ingredients other than fruit, such as herbs, tea, wine, liqueurs, flowers, and vegetables.

The biggest difference with jelly is it's made with fruit juice instead of actual fruit. Fruit juice is boiled with sugar and pectin to form a translucent spread that's semi-firm. Since whole fruit isn't used to make jelly, there won't be mashed pieces of fruit in it, like there typically is in jam.

**Marmalade** is a citrus spread made from the peel and pulp of the fruit. Marmalades are cooked for a long time, have no pectin and are used as spreads and glazes.

**Preserves** are spreads that have chunks of fruit surrounded by jelly.

## Mushrooms

Sale of wild-foraged mushrooms is prohibited.

1. This guideline does not apply to:
  - a. Cultivated mushroom species that are grown, harvested and processed in an operation that is regulated by the West Virginia Bureau of Public Health-Office of Environmental Health (i.e. commercial kitchen);
  - b. Mushroom species if they are in packaged form and are the product of a food processing plant that is regulated by the West Virginia Bureau of Public Health-Office of Environmental Health
2. List of approved cultivated mushroom species\* that can be sold at West Virginia farmers markets with spore source documentation:

<b>Blewit</b> ( <i>Lepista nuda</i> ) <b>Button</b> ( <i>Agaricus bisporus</i> ) <b>Cauliflower Mushroom</b> ( <i>Sparassis crispa</i> ) <b>Chestnut Fungi</b> ( <i>Pholiota adiposa</i> ) <b>Chicken of the Woods</b> ( <i>Laetiporus spp</i> ) <b>Clemson</b> ( <i>Stropharia rugoso-annalata</i> ) <b>Cremini</b> ( <i>Agaricus bisporus</i> ) <b>Enoki</b> ( <i>Flammulina velutipes</i> ) <b>Lion’s Mane Mushroom</b> ( <i>Hericium spp</i> ) <b>Maitake</b> ( <i>Grifola frondosa</i> )	<b>Matsutake</b> ( <i>Tricholoma matsutake</i> ) <b>Morel</b> ( <i>Morchella esculenta</i> ) <b>Nameko</b> ( <i>Pholiota nameko</i> ) <b>Oyster or Pleurotte</b> ( <i>Pleurotus ostreatus</i> ) <b>Portobello</b> ( <i>Agaricus bisporus</i> ) <b>Shiitake</b> ( <i>Lentinus edodes</i> ) <b>Straw or Chinese</b> ( <i>Volvariella volvaceae</i> ) <b>Truffle</b> ( <i>Tuber spp</i> ) <b>White</b> ( <i>Agaricus bisporus</i> ) <b>Wood ear</b> ( <i>Auricularia auricular-judae</i> )
<p>*Other mushrooms may be allowed as other spawns/spores become available, but producer must be able to provide documentation of the purchase of the spawns/spores.</p>	

### Out of State Sales

Non-potentially hazardous foods may be sold across state lines but must be in compliance with any federal and state (West Virginia) regulations. Other states may have additional regulations for these types of foods.

Non-potentially hazardous foods coming into West Virginia must be in compliance with any federal and state-of-origin regulations.

### Sauces, Condiments\*, Preserved and Canned Foods

The sale of home-canned, preserved or processed foods is allowed provided producers meet certain conditions.

\*Note: Only condiments that do NOT require time and temperature control and do not require to be acidified are exempt from permitting.

If the firm is selling at farmers markets and at outlets other than farmers markets (i.e. stores, wholesale, mail order/online across state lines), they may be engaged in interstate commerce and may be required to meet other testing, education and commercial kitchen utilization requirements.

Freeze Dried Foods are foods that have been subjected to a process in which water is removed from a product after it is frozen and placed under a vacuum, allowing the ice to change directly from a solid phase to a vapor. Freeze-drying is used to make products shelf stable while preserving nutrients. All foods that are considered non-potentially hazardous before the freeze-drying process will be considered non-potentially hazardous after the process. Freeze drying does not remove any potential contaminants or bacteria from the product. All kitchens that are used to freeze-dry non-potentially hazardous products will **not** need a WVDA annual kitchen inspection.

### Unsure of where your product fits in?

Call the WVDA Regulatory & Environmental Affairs Division, 304-558-2227, to determine eligibility for sale through all market channels.





# Potentially Hazardous Foods

A **Potentially Hazardous Food (PHF)** is a food that requires time-temperature control to keep the food safe for human consumption or a food that contains moisture (water activity  $> 0.85$ ), protein and a pH between 4.6 and 7.5.



# POTENTIALLY HAZARDOUS FOODS

For potentially hazardous products to be sold at farmers markets in West Virginia, basic requirements must be followed to ensure the products are safely handled and prepared. An outline of this may be found on page 16. but requirements set forth in WV 61CSR38 include:

**\*Record Keeping:** Producers of canned acidified foods must keep records to demonstrate the source of the produce in these products. Recordkeeping shall include, but not be limited to:

- Name of product;
- Number of units prepared;
- Record of raw ingredients used and vendor from which ingredients were sourced;
- Date/Lot code; and
- Where product/lot was distributed.

**\*Water Supply Testing:** A producer who has a private water supply must have the supply tested prior to permitting and at least annually thereafter and demonstrate through a quantitative written record of testing for coliform bacteria to signify that the water supply is potable. The WVDA may require more frequent testing, or additional testing, if circumstances dictate that such testing is necessary to ensure food safety. Maximum coliform levels shall be <1 cfu/100mL, as the WVDA will require a quantitative test (needs numbers) not a present/absent test.

**\*Training:** Producers of certain potentially hazardous foods for sale at farmers markets shall attend and keep current one or more of the following and provide documentation of successful completion of the scope of curriculum from a WVDA-approved food-safety course:

- Statewide Food Handlers Card (ONLY applicable for time/temp controlled foods. This is not applicable for canned/acidified foods)
- Better Process Control School
- Acidified Foods Manufacturing School
- Good manufacturing practices (GMP) certificate program; or
- Other curriculum approved by the WVDA.

**\*Letter of Process Authority:** A copy of the approval letter from a process approval must be supplied to the WVDA to sell certain potentially hazardous foods, such as sauces, salsas, fermented and pickled products. A partial list of these may be found on page 30. Please contact the WVDA at 304-558-2227 if you have a question about if your product requires Process Authority.

**\*Label Review Certificate** from the WVDA. Note the label requirements are listed on page 6 of this guidance document.

**Farmers Market Vendor Permit:** All potentially hazardous foods that are prepared and sold for human consumption at WV farmers markets shall apply for and receive a WV Farmers Market Vendor permit, prior to the sale of the PHF.

**\*The above items must be completed prior to submission for the vendor permit along with the associated \$35 annual fee.**

Note: For any potentially hazardous food that requires a time or temperature control, if the vendor is using another agent for the sale of the TTC product, it is also the responsibility of the agent to ensure proper storage and handling temperatures are maintained.

# Potentially Hazardous Foods

This is considered "Interstate Commerce"

- All products must be produced in a commercial kitchen
- Producers are required to follow FDA labeling guidelines
  - Label review services are available through the WVDA at [productlabeling@wvda.us](mailto:productlabeling@wvda.us)
- Contact your local DHHR/Health Department for required permits

Retail/ Wholesale

Where are you selling your product?

OR

In-State

Out of State

What Products are you Selling?

Where is your market?

Farmers' Markets ONLY

What Products are you Selling?

This is considered "Interstate Commerce"

- All products must be produced in a commercial kitchen
- Producers are required to follow FDA labeling guidelines
  - Label review services are available through the WVDA at [productlabeling@wvda.us](mailto:productlabeling@wvda.us)
- Contact your local DHHR/Health Department for required permits

Meat, Poultry, Dairy/ Dairy Products, or Fish

Meat, Poultry, Dairy, Fish | Eggs | Sauces, Salsas, Fermented, Pickled

**Meat**

- Contact the WVDA Meat & Poultry Inspection Division
- Obtain a Farmer's Market Vendor Permit from the WVDA

**Poultry**

- Contact the WVDA Meat & Poultry Inspection Division
- Obtain a Farmer's Market Vendor Permit from the WVDA

**Dairy/Dairy Products**

- Raw Milk not permitted for sale
- Grade A or B
- Contact WVDA's Regulatory & Environmental Affairs Division
- Obtain a Farmer's Market Vendor Permit from the WVDA

**Fish**

- Contact the WVDA Regulatory & Environmental Affairs Division
- Obtain a Farmer's Market Vendor Permit from the WVDA

**Small Producer**  
Less than 150dz/week

- Register with WVDA
- Follow small producer labeling guidelines
- Obtain a Farmer's Market Vendor Permit from the WVDA
- Attend a WVDA-Approved Training

**Large Producer**  
More than 150dz/week

- Contact USDA for requirements

**Sauces, Salsas, Fermented or Pickled, Time/Temperature Controlled Products**

Requirements:

- Letter of Process Authority
- Certificate of attendance from Better Process Control School
- Label Review Certificate from WVDA
- Farmer's Market Vendor Permit (Items 1-3 must be obtained before permit will be granted)

## **Baked Goods**

Potentially hazardous baked goods include the following that must be time and temperature controlled:

- Meringue, custard or cream pies
- Cheesecake
- Cream-filled cupcakes, donuts, pastries
- Cream cheese-based frostings or fillings.

To sell baked goods and other PHF, the vendor must obtain a Farmers Market Vendor Permit with the WVDA by March 1 to avoid a late fee, or before the date of sale. A WVDA kitchen inspection is also required.

Whether these products do or do not present a hazard from a bacteriological standpoint, the food may be contaminated with filth or other extraneous matter.

WVDA requires that baked goods be pre-wrapped or protected from contamination during display and properly labeled as required by WVDA (refer to Basic Labeling Guidelines on page 6)

## Dairy Products

Pasteurized milk, cheese and other dairy products may be sold at farmers markets if the following guidelines are followed:

- Vendor has an approved dairy processing plant
- Product is pre-packaged
- Product is kept at appropriate temperatures in coolers, refrigerated vehicles, or freezers with calibrated thermometers

Proper dairy product labels must include the following information:

- Fluid milk container must state “Grade A” or be approved by the WVDA by 61CSR40 WV Exempted Dairy Farms and Milk and Milk Products Processing Rules
- Common name of the hooved mammal producing the milk shall precede the name of the milk or milk product when the product is or is made from other than cattle’s milk, e.g., goat cheese
- Net quantity of contents
- Ingredient list in decreasing order of weight
- Allergens listed
- Milk plant name and address, or plant code.

Aged cheese may be made from raw milk (unpasteurized) as long as the cheese is processed in an approved processing facility and aged for at least 60 days at a temperature of 35°F or greater. Aging time and temperature may vary depending upon the type of cheese processed. Contact the WVDA for individual cheese aging requirements.

The sale of raw milk (unpasteurized) for humans is allowable under West Virginia regulations. Raw milk **can** be used in livestock and pet foods following the below guidance:

If the commercial feed consists of raw milk, the words, “Raw (blank) Milk” shall appear conspicuously on the principal display panel. (Blank is to be completed by using the species of animal from which the raw milk is collected.)

Raw milk distributed as a commercial feed shall bear the following statement: **“WARNING: NOT FOR HUMAN CONSUMPTION - THIS PRODUCT HAS NOT BEEN PASTEURIZED AND MAY CONTAIN HARMFUL BACTERIA.”** This statement shall be displayed in a conspicuous manner and shall not be smaller than the height of the minimum font required by the Federal Fair Packaging and Labeling Act for the quantity statement as shown in the following table:

Panel Size Statement Type Size	Minimum Warning
≤ 5 in. <sup>2</sup>	1/16 in.
≥ 25 in. <sup>2</sup>	1/8 in.
> 25-100 in. <sup>2</sup>	3/16 in.
>100≤400 in. <sup>2</sup>	¼ in.
>400 in. <sup>2</sup>	½ in.

# RAW (*UNPASTEURIZED*) MILK REGULATION

The Legislature passed a new law during its 2024 Regular Session (H.B. 4911), allowing for the sale of raw (unpasteurized) milk, in West Virginia. The updated law has several requirements about labeling and warning - please read the guidance provided by the West Virginia Department of Agriculture (WVDA) below.

## **Requirements from H.B. 4911:**

### **Labeling & Warning**

- **Milk containers must be clearly labeled as “unpasteurized raw milk”**
- **The label must include the seller’s name and address and the date of production**
- **The label must also include the following warning:  
“Consuming unpasteurized raw milk may increase your risk of foodborne illness, especially for children, elderly, immunocompromised individuals and persons with certain medical conditions.”**



### Eggs

A small producer may market up to 150 dozen eggs or less per week of their own production. The producer must register with the WVDA. Small producers must label their cartons with:

- The name and address of the person producing and selling the eggs
- The date the eggs are packed
- The words “Ungraded Eggs” in print of at least five-eighths (5/8) inch

Eggs shall be clean and free of debris and adhering dirt. All eggs being transported, stored or displayed for sale shall be maintained above freezing at 45°F or less ambient temperature; Provided that, refrigeration is not required for transportation of eggs when the period of transport is less than three hours.

Small producers are permitted to pack in recycled or used cartons when the original distributor’s name, address, expiration date, size and grade are marked out and replaced with the labeling required for small producers. Cartons shall be clean and free of odor or debris. More information may be obtained by contacting WVDA.

### Fish

Commercially raised and harvested fish may be offered for sale at farmers markets. Wild caught fish are NOT allowed. Fish vendors must provide to market managers a certificate of wholesomeness that states for all species of product that the product was farm raised, at what farm it was raised, and whether or not the product was administered FDA-approved medication. These documents must be provided every time fish is brought to the market. The required water tests shall be submitted once per year per water source to insure safe water samples. Markets shall keep a copy of these for two years.

Additional requirements are:

- Raw products must be kept in cold holding equipment capable of holding 41°F or less
- Annual scale certification
- Fish must be gutted at an approved facility
- Fish products must be held, stored and transported in a clean sanitary environment to keep products wholesome.

The vendor shall receive a Farmers Market Vendor Permit from WVDA by March 1 to avoid a late fee or before the date of sale. As part of the routine inspection, the local health department may inspect the storage space of the product off premises of the sales area. Off-premise storage should be in separate designated cold-holding equipment that is stored in a clean, safe, and secure environment. Labels must be provided for the product that include common name and net weight of the product.

Refer to §61CSR23A West Virginia Fish Processing Rules under WVDA for additional information.

## **Fruits and Vegetables**

To meet the current FDA Food Safety Modernization Act (FSMA) Produce Safety Rule requirements, farmers selling fresh produce must display a sign at their stall or table, visible to patrons, indicating the name of the grower or farm and their related contact information.

Once cut, fruits and vegetables are considered potentially hazardous foods. These products, once cut, must be held below 41°F. Therefore, if offering cut fruits or vegetables, the vendor would have to obtain a WVDA Farmers Market Vendor Permit by March 1 (to avoid a late fee) or before the date of sale.

Sprouted seeds are germinated seeds that are water grown with the stem and seeds to be consumed. Sprouted seeds May NOT be sold at a farmers market.

Microgreens, soil or hydroponically grown plants, usually around two weeks old, with the stem and leaves to be consumed, ARE allowed to be sold at Farmers Markets.

Wild-harvested mushrooms are NOT permitted to be sold at West Virginia farmers markets.

Other foods may or may not be allowed for sale. Approval for questionable products is at the discretion of the Commissioner of the West Virginia Department of Agriculture or his/her designee.

## **Non-Standard Jams, Jellies and Vegetable Butters**

Any jams or jellies not produced from the standard fruits (apple, grape, strawberry, etc.) are required to be sent to a Process Authority for approval. Examples of this may include basil jelly, hot pepper jelly, dandelion jelly and mint jelly.

Hot pepper and some non-typical fruit butters and jellies (i.e. pumpkin and vegetable butters, hot pepper jelly, etc.) are acidified and may require additional ingredients or steps to prevent microbial growth. A Farmers Market Vendor Permit issued by the WVDA is required. While these foods may or may not present a hazard from a bacteriological standpoint, the food may be contaminated with filth or other extraneous matter. Therefore, the WVDA reserves the right to inspect the home kitchens based on observed health hazards or complaints from a consumer.

### Meats

Fresh or frozen meats may be sold at farmers markets if the following guidelines are followed:

- All products must be commercially slaughtered under USDA or WVDA inspection, passed, and labeled
- Raw products must be kept in cold-holding equipment capable of holding the product at 41°F or less,
- Meat products must be held, stored and transported in a clean sanitary environment to keep products wholesome.

The vendor shall receive a Farmers Market Vendor Permit from the WVDA before the date of sale. As part of the routine inspection, the local health department may coordinate with WVDA and/or inspect the storage space of the product off-premises of the sales area. Off-premise storage should be in separate designated cold-holding equipment that is stored in a clean, safe and secure environment.

Product labels must be reviewed by WVDA's Meat & Poultry Inspection Division, and include:

- Common name of the product
- Net weight of the product
- Other information as required by WVDA and USDA safe handling instructions.

Cured, smoked or dehydrated meats for sale at farmers markets shall be USDA or WVDA inspected. See 9 CFR 303.1 The vendor must supply appropriate documentation at the point of sale proving the product has been approved.

### Canned products that include meat or poultry that will be sold to the public

Federal and state regulations require that the canning of any food products that will be sold to the public and that include either meat or poultry as a component must be conducted under the regulatory oversight of either the USDA's Food Safety Inspection Service or a state meat inspection program such as the WVDA Meat & Poultry Inspection Bureau. Canning (also referred to as thermal processing or retort processing) involves cooking the products inside of a metal, glass, or special plastic container that will either be sealed before the cooking process begins or will seal itself during the cooking/cooling process. The 'hermetic' seal will make the container airtight and watertight. Typically, finished canned products are stored without refrigeration (shelf-stable) because the canning process should have rendered the product sterile.

The canning process can be a very effective method for packaging and storage of meat and poultry products such as hot dog sauces, chili with meat, peppers and wieners, soups and stews with meat, etc. However, the canning process must be completed correctly to avoid the potential production of toxins within the canned products. These toxins are very poisonous to people and animals and therefore, if the canned meat or poultry products are to be sold to the public, then the process must be under the supervision of either the federal or state meat and poultry inspection agency.

For additional information about the requirements for producing this type of product under the appropriate inspection, contact the USDA Food Safety Inspection Service's Small Plant Help Desk at 1-877-374-7435 or the WVDA Meat and Poultry Inspection Bureau at 304-558-2206.

## **Poultry**

- Fresh or frozen poultry may be sold at farmers markets if the following guidelines are followed:
  - Commercially slaughtered under USDA or WVDA inspection, passed and labeled, or
  - Produced under and meeting the requirements of either of the two poultry exemptions recognized in West Virginia.
- Raw products must be kept in cold-holding equipment capable of holding the product at 41°F or less
- Poultry products must be held, stored and transported in a clean sanitary environment to keep products wholesome.

The vendor shall receive a Farmers Market Vendor Permit from WVDA by March 1 to avoid a late fee or before the date of sale. As part of the routine inspection, the local health department may coordinate with WVDA and/or inspect the storage space of the product off premises of the sales area. Off-premise storage should be in separate designated cold-holding equipment that is stored in a clean, safe and secure environment.

Labels must be provided for the product that include:

- Common name of the product
- Net weight of the product
- Other information as required by WVDA and USDA safe-handling instructions.

### **WV 1,000 Poultry Per Year Exemption**

1. Poultry must be healthy
2. Birds must be slaughtered and dressed in a sanitary manner
3. Birds must be slaughtered on same premises where grown
4. Cannot cross state line
5. May sell to distributor
6. May sell to restaurant
7. May sell to any customer within the state
8. Label must have:
  - Processor's name
  - Processor's address
  - Product name
  - Net Weight
  - Safe handling instructions (uninspected product)
  - Pack date
9. Producer must record number of birds raised and to whom they were sold.

## WV 20,000 Poultry Per Year Exemption

1. The producer/grower slaughters/processes no more than 20,000 healthy birds of his/her own raising, on his/her premises in a calendar year.
2. The producer/grower sells/distributes only poultry products he/she prepares under the Producer/Grower 20,000 Poultry Limit Exemption. He/she may not buy or sell poultry products prepared under another exemption in the same calendar year.
3. The poultry products can be sold only within West Virginia. The poultry products may not move in interstate commerce.
4. The poultry are healthy when slaughtered.
5. The slaughter and processing at the producer/grower's premises is conducted under sanitary standards, practices and procedures that result in products that are sound, clean, fit for human food and not adulterated. (Basic Sanitary Standards)
6. The producer/grower only distributes poultry products he/she produced under the Poultry/Grower Exemption. Note: The producer/grower can also distribute poultry products that he/she raised and had slaughtered/processed under USDA inspection.
7. With the exception of mobile slaughter units, the facility/location used to slaughter or process the poultry is not used to slaughter or process another person's poultry unless the State Director of Meat and Poultry Inspection grants an exemption.
8. All poultry or poultry products produced under this exemption must be labeled with the following:
  - Processor's name
  - Address
  - Product name
  - Net weight
  - Safe Handling Instructions (uninspected product)
  - Pack date
9. The producer/grower must keep accurate and legible records for at least two years necessary for the effective enforcement of the Act.
10. A poultry producer who otherwise meets the requirements of the exemption and that slaughters or processes 20,000 or fewer birds per calendar year under the federal Poultry Products Inspection Act, 21 CFR 64(c)(3), may not keep a poultry flock of more than 3,000 birds at any one time.

Cured, smoked or dehydrated poultry for sale at farmers markets shall be either USDA or WVDA inspected or produced under a food establishment permit from the local health department (see 9 CFR 303.1). The vendor must supply appropriate documentation at the point of sale proving the product has been approved.

Refer to §CFR19 and WVDA for further information.

Producers can contact the Meat and Poultry Division of the WVDA for further questions at 304-558-2206.

## Rabbits

### WV 20,000 Rabbits Per Year Exemption

1. Up to 20,000 rabbits per calendar year may be slaughtered and processed at the premises where they were raised. The resulting rabbit meat products may be sold without inspection within West Virginia. These sales include, but are not limited to, direct sales to individuals, at farmers markets, restaurants, grocery stores and wholesales/distributors.
2. Premises where rabbits are raised and procedures used for slaughtering and processing the rabbits must be registered annually with the West Virginia Department of Agriculture (WVDA).
3. No person with a contagious disease can process rabbits.
4. Only healthy rabbits are eligible for processing/sale.
5. Rabbits must be slaughtered using a humane method.
6. Rabbits must be slaughtered and dressed in a sanitary manner.
7. Cooling of rabbits must start immediately after slaughter and rabbits must be chilled to less than 40 degrees within 24 hours.
8. Rabbits may be sold fresh but must be frozen if not sold within 72 hours of slaughter.
9. Equipment used in the slaughter and processing of rabbits must be cleaned and sanitized as necessary but at least daily at the end of use.
10. Rabbit meat products must have a label on each package. The label must include the following information:
  - Processor's name and address
  - Product Name
  - Net Weight
  - Safe handling instructions (Make sure the instructions do not indicate that the product was prepared from inspected and passed meat.)
  - Slaughter Date
11. Please do not include any claims on the package labeling. (You may communicate information about raising practices, breeds, nutritional benefits, etc., on signage at the point-of-purchase or via social media.)
12. Sales and production records must be provided to a WVDA compliance officer/inspector if and when requested. The premises where the exempted rabbit slaughter occurs may be visited by WVDA staff without prior notice.
13. Producers must keep records for a minimum of two years.



### Sauces, Condiments, Preserved and Canned Foods

The sale of potentially hazardous home-canned, preserved or processed foods is permitted at farmers markets if the vendor registers with the WVDA for a Farmers Market Vendors Permit and has an annual home kitchen inspection or if the products are from an approved food manufacturer.

Salsa, pickled vegetables, sauces and dressings are examples of potentially hazardous preserved foods.

A **Potentially Hazardous Condiment** is a spice or sauce that is added to food, typically after cooking. This product will be acidified with a pH of 4.6 or below and water activity above 0.85. This product must have a Process Authority, and a WVDA Label Review. This product may require time and/or temperature control. Examples may include mustard, ketchup, horseradish, etc.

Freeze Dried Foods are foods that have been subjected to a process in which water is removed from a product after it is frozen and placed under a vacuum, allowing the ice to change directly from a solid phase to a vapor. Freeze-drying is used to make products shelf stable while preserving nutrients. All foods that are considered potentially hazardous before the freeze-drying process will be considered potentially hazardous after the process. Freeze drying does not remove any potential contaminants or bacteria from the product. All kitchens that are used to freeze-dry potentially hazardous products will need a WVDA annual kitchen inspection.

Persons wishing to sell these products shall register with the WVDA by March 1 or before the date of sale.

## Potentially Hazardous Foods

**\*not all-inclusive**

Baked goods with custards, dairy, or other time temperature control product inside	Foods containing meat such as lasagna, calzones, sauces, casseroles, curries	Poultry
Barbecue Sauce	Fresh herb-in-oil mixtures	Raw Seed Sprouts
Cheese	Garlic-in-oil mixtures	Relish
Cooked and Canned Beans	Jellies and Jams with added products- hot pepper jelly, jalapeno, habanero, green, red, chili, pumpkin spice, bourbon, ghost, scorpion, beer, margarita, thai, rhubarb, ginger, hot huckleberry, lemon basil, lime, coconut	Salad Dressing
Cooked Rice and Pasta	Mayonnaise	Salsas
Cooked Soybean Products (tofu)	Meat – raw and cooked – including bacon, beef, pork and processed meats	Sauces – hot, marinara, spaghetti, chimichurri, sweet and sour, tartar, creole, garlic, cranberry, pico del gallo, Romesco, cocktail, sofrito, steak, satay peanut, vinaigrette , wine, Worcestershire
Cut/prepared fresh fruit and vegetables including melons, tomatoes and salad greens	Meringue Pie	Seafood
Dairy products – including all desserts	Mustard	Sweet Potato Pie
Fermented Foods – kefir, sauerkraut, tempeh, natto, kombucha, miso, kimchi, salami, chichi, ganjang, ketchup, sour cabbage, sour milk	Pasteurized Milk	Three Bean Salad
Fish	Pickled Products – Including piccalilli, horseradish, chutneys, corn relish, chow chow, gherkin, ginger pickle, kimchi	Wild Mushrooms

# Sampling, Chef Demonstrations and Hand Washing Stations

**Chef Demonstrations:** Farmers markets are not required to obtain a Food Establishment Permit to conduct chef demonstrations or sampling, however they must register with the WVDA and a representative from the market must have taken a WVDA-approved food safety course.

All sampling shall be performed in consultation with the WVDA. The WVDA allows the distribution of samples at farmers markets provided the farmers market ensures that vendors are following the guidance established below in this Farmers' Market Vendor Guide.

- A representative of the farmers market participates annually in a WVDA-approved food safety course
- A handwashing station is used
- Sanitary procedures are followed
- Proper food storage temperatures are maintained
- Appropriate tools for dispensing are used
- Adequate trash receptacles are available
- Samples are not exposed to environmental contaminants or pests

A vendor is only subject to inspection by the local health department in the jurisdiction in which the farmers market located if the local health department determines that the vendor's food products is misbranded pursuant to W.Va Code §19-35-5(c), adulterated, or if a consumer complaint has been received. The local health department is not to notify the WVDA immediately upon receiving a complaint or finding a problem.

All sampling and inspection shall be performed in consultation with the West Virginia Department of Agriculture.

Foods that are potentially hazardous such as cut melons, cooked meats, cut vegetables, cut tomatoes, eggs and dairy products may only be offered as samples when the vendor has obtained a Farmers' Market Vendor Permit issued by the WVDA.

Samples may not be exposed to insects or other environmental contaminants. A fan or fly screen may be necessary. No bare hand contact with ready-to-eat food is allowed. Food handlers must wash their hands with soap and water before using deli tissue or gloves to touch the food. All utensils used must be cleaned and sanitized before use and as often as necessary throughout the day.

Hot foods shall be maintained at or above 135°F and cold foods below 41°F. A properly calibrated food thermometer must be used to check food temperatures.

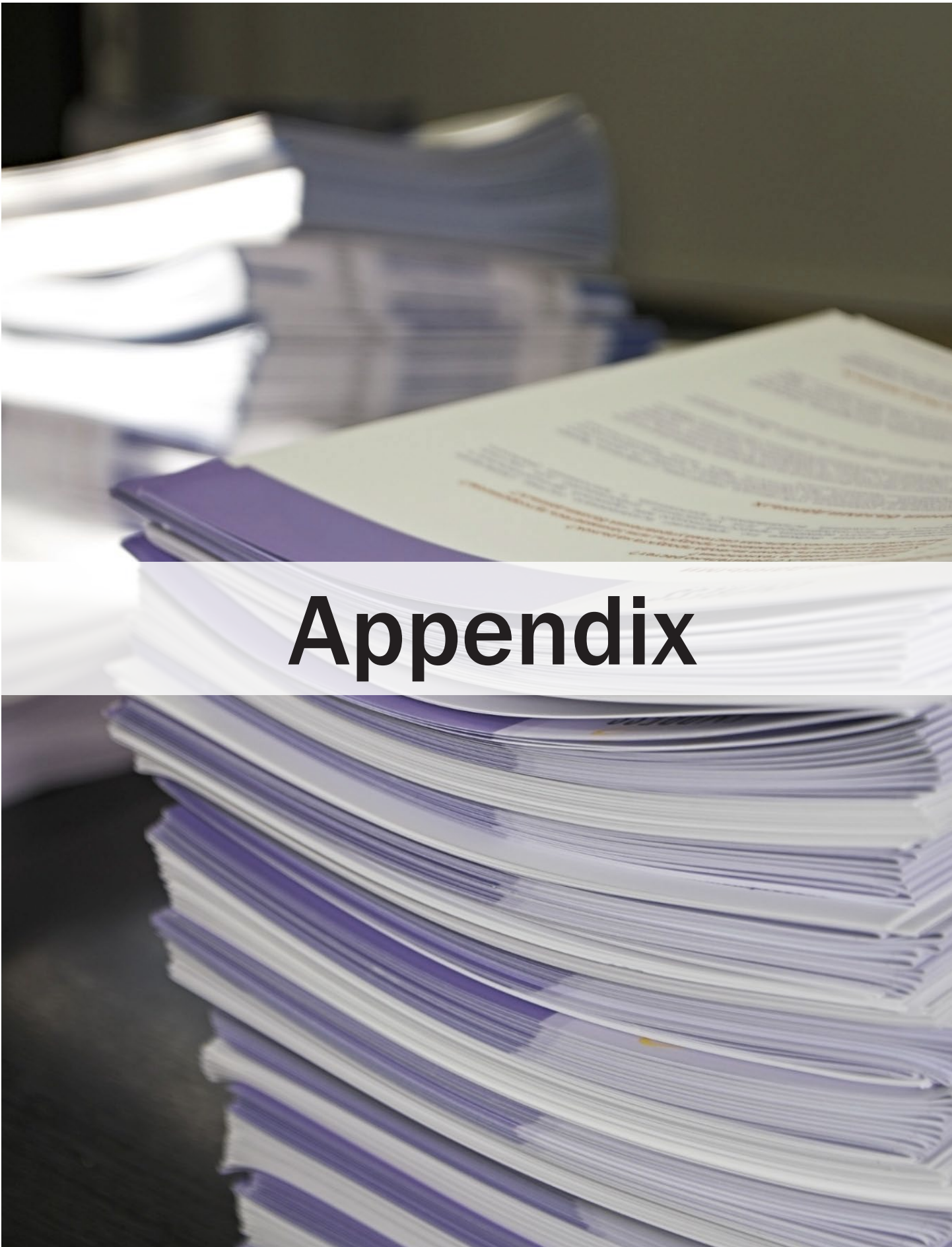
## Sampling, Chef Demonstrations and Hand Washing Stations, *continued*

Samples must be served individually on plates, in cups, toothpicks or similar items. It is vital that vendors control access to samples so that customers cannot touch any sample that is not theirs. Adequate waste receptacles must be provided. Animals shall not be allowed in any food preparation or sampling display area.

WVDA requires the following minimum handwashing station set-up for any farmers market that includes sampling.

- Adequate supply of water
- 5-gallon cooler with a free-flow spigot
- Catch basin for waste water
- Soap
- Paper towels
- Trash receptacle







# WEST VIRGINIA GROWN

Trademark Licensing Agreement

Program Guidelines

New Member Application for Producers, Partners, and Supporters



Scan for Fillable PDF



- 📞 304-558-2210
- ✉️ wvgrown@wvda.us
- 🌐 <https://agriculture.wv.gov/ag-business/west-virginia-grown/>

West Virginia Department of Agriculture  
1900 Kanawha Boulevard East, Charleston, WV 25305



West Virginia DEPARTMENT OF AGRICULTURE  
COMMISSIONER, KENT A. LEONHARDT



## WV GROWN PROGRAM INFORMATION

West Virginia Grown is WVDA's official marketing program for West Virginia products and the entities that sell, serve, and support. **The program's goals are:**

- For consumers to easily identify and purchase agricultural products and value-added items grown and/or manufactured in the state,
- To expand the overall local food economy to support farmers, manufacturers, and other agribusinesses, and
- To create a more robust and resilient food system in the Mountain State.

## WV GROWN PROGRAM REQUIREMENTS

- WV Grown Producers: Products must be grown in West Virginia, or manufactured products must have at least 50 percent of their value added within the state. Other requirements apply (See Trademark Licensing Agreement).
- Must be properly labeled according to WVDA labeling standards. Label reviews are a free service of the WVDA. A certificate of label review will be issued for approved labels.
- Some products may require special manufacturing certifications and process approvals. See the WVDA Farmers Market Vendor Guide for details. [Farmers-Market-Vendor-Guide.pdf \(wv.gov\)](#)
- Meat products must be processed and packaged in a facility that is inspected by the United States Department of Agriculture (USDA) or WVDA's Meat and Poultry Inspection Division (MPID). Producers must have a valid Distributor Permit when applicable. Contact MPID at 304-558-2206 for details.
- Dairy products, eggs, hemp, animal feeds and seeds must meet additional regulatory and labeling requirements. The WVDA Regulatory and Environmental Affairs Division (READ) handles the registration and product label reviews for these specific products. Call 304-558-2227 for details. Honeybee colonies must be registered with WVDA's Animal Health Division (AHD). Call 304-558-2214 for details.
- WV Grown Partners: Must sell or serve at least one WV Grown product in their retail establishment or food service business. (Must explain how they further the brand and mission).
- WV Grown Supporters: (Must explain how they further the brand and mission).
- Periodic membership renewal is required to help WVDA maintain up-to-date company and product info.

## WV GROWN PROGRAM BENEFITS

- Official Certificate of Membership.
- Use of the WV Grown logo.
- Use of marketing materials available for purchase from the WVDA (promotional materials request form sent separately).
- Inclusion in public member listings.
- Promotional coverage through the WVDA's Market Bulletin, social media platforms, outreach efforts and special events.

required-see page 2 of Membership Application).

- No cost to join!

## APPLICATION INSTRUCTIONS - MANDATORY PROCEDURES!

- SATISFY** all registration and labeling requirements.
- ENTER** company name and address on Trademark Licensing Agreement that follows.
- SIGN** second page of Trademark Licensing Agreement.
- COMPLETE** Membership Application form.
- SIGN** Membership Application form.
- RETURN** to [wvgrown@wvda.us](mailto:wvgrown@wvda.us).



***Continue to Licensing Agreement  
and Member Application***



# WEST VIRGINIA GROWN Trademark Licensing Agreement

**Authority:** W. Va. Code §19-1-3a.

**Purpose:** WVDA’s mission is to promote the marketing and purchase of agricultural commodities grown, produced, processed, packaged, or manufactured in West Virginia. WVDA is the exclusive owner of the trademarked “West Virginia Grown” Name and Logo (the “Name and Logo”). WVDA wishes to license the Name and Logo for the limited purpose of promoting West Virginia agricultural products. This Agreement establishes the terms and conditions of Licensee’s use of the Name and Logo.

The First Party shall be the West Virginia Department of Agriculture.

The Second Party shall be:

Company, Farm or  
Individual Name

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Mailing Address

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- 1. License.** WVDA hereby grants to Licensee a limited, worldwide, non-exclusive, non-transferable, license to use the Name and Logo attached hereto on Exhibit A on, or in connection with, Licensee’s product offerings in accordance with this Agreement. As used in this Agreement, the term “Name and Logo” shall include the logo affixed on Exhibit A and the term “West Virginia Grown,” or either one of the foregoing.
- 2. Form of Use.** Unless authorized in writing by WVDA, Licensee shall use the Name and Logo only in the form and manner as the same appears in Exhibit A of this Agreement. Licensee shall not modify the shape, color, appearance, text, font, spacing or other aspect of the Name and Logo, nor shall Licensee add images, slogans, text or other elements to, on or around the Name and Logo; provided that Licensee may use the Name and Logo in a size or sizes of its own choosing.
- 3. Use Review.** Upon request by WVDA, Licensee shall submit or make available to WVDA samples of the Licensee’s products, artwork, advertising copy, product packages, and depiction of all proposed uses of the Name and Logo.
- 4. Scope of Use.** Licensee shall use the Name and Logo only on products, or the packaging of products, which are produced in West Virginia or have at least fifty percent (50%) value added as a result of processing the product in West Virginia. The Commissioner of Agriculture has the sole and final authority to determine the percentage of value added processing, after reasonable, documented inquiry.
- 5. Royalty.** Licensee shall not be required to pay a royalty, or any other fee associated with this license agreement.
- 6. Reservation of Rights.** The parties to this Agreement recognize and agree that nothing in this Agreement may be construed or argued to have any effect on the WVDA’s ownership of the Name and Logo. WVDA expressly reserves the sole and exclusive ownership of the Name and Logo. The Parties agree that, except for the license granted under this Agreement, Licensee shall not have any right, title or interest in or to the Name and Logo. Licensee agrees that it will take no action inconsistent with such ownership and that its use of the Name and Logo shall inure to the benefit of WVDA. WVDA shall retain the exclusive right to apply for and obtain registrations of the Name and Logo and any variations thereof throughout the world. Licensee agrees not to use the Name and Logo, or any confusingly similar mark or name, in its corporate or trade name. Licensee therefore agrees that, except for the rights granted herein, it has no interest in or ownership of the Name and Logo, and further agrees not to register or attempt to register or apply for any trademark, in any jurisdiction, that incorporates the Name and Logo or any confusingly similar mark or name.
- 7. Website and Directory.** Licensee understands that WVDA intends to publish the information Licensee provides to WVDA on the West Virginia Grown Membership Application in both print and digital directories and on WVDA approved websites and social media to further the purposes of the West Virginia Grown program. Licensee expressly agrees to such publication.
- 8. West Virginia Freedom of Information Act.** Licensee understands WVDA is a public body that must comply with the West Virginia Freedom of Information Act. All information Licensee provides to WVDA is subject to public release and publication in all forms of media, for all lawful purposes.
- 9. Goodwill.** Licensee shall not take any action that would tend to destroy or diminish the goodwill in the Name and Logo. Licensee further agrees that its use of the Name and Logo shall not impugn the WVDA, or any of its divisions, or

be unreasonably offensive to the general public. Licensee shall not engage, participate or otherwise become involved in any activity that diminishes or tarnishes the image or reputation of the Name and Logo.

- 10. No WVDA Endorsement.** Licensee expressly acknowledges that use of the Name and Logo does not indicate or suggest that WVDA endorses or sponsors any of Licensee’s products.
- 11. Compliance with Laws.** Licensee’s use of the Name and Logo shall comply with all applicable federal, state and local laws, rules and regulations.
- 12. Termination.** Unless otherwise terminated by the parties, this Agreement shall remain in full force and effect until further revoked or amended. Either party may terminate this Agreement, with or without cause, by providing fifteen (15) days’ written notice to the other party.
- 13. Post-Termination Rights and Obligations.** Should WVDA cease to use the Name and Logo, WVDA shall provide Licensee with written notice to discontinue all use of the Name and Logo. If WVDA or Licensee provides written notice of its intent to withdraw from this Agreement, Licensee shall cease affixing the Name and Logo to promotional items and shall withdraw the Name and Logo from publication, wherever possible.
- 14. Infringement Proceedings.** WVDA shall have the sole authority and right to prosecute any infringement and any unauthorized use of the Name and Logo, at its sole option. If Licensee learns of any unauthorized use of the Name and Logo, Licensee shall notify WVDA promptly, and, if requested to do so, shall cooperate with and assist, at WVDA’s expense, in any infringement action that WVDA may bring.
- 15. Indemnification.** Licensee shall indemnify, defend and hold harmless the State of West Virginia and WVDA from and against all claims, liabilities or judgments arising out of or in any way connected with Licensee’s activities under this Agreement or Licensee’s use of the Name and Logo.
- 16. No Warranty.** WVDA makes no representations or warranties with respect to the Name and Logo.
- 17. Applicable Law.** West Virginia law controls this Agreement. All disputes arising out of this Agreement shall be brought in Kanawha County, West Virginia.
- 18. Notices.** Any notices required or permitted to be sent by one party to the other under this Agreement shall be sent by certified mail to the addresses specified below, or to such other address as a party shall have furnished in writing to the other party.
  - a. To WVDA: West Virginia Department of Agriculture  
Attn: Business Development Division  
1900 Kanawha Blvd., East  
Charleston, WV 25305-0170
  - b. To Licensee: To the address shown underneath Licensee’s name on page one (1) of this Agreement.
- 19. Assignment.** Licensee shall not assign or sublicense this Agreement or its rights hereunder without the written consent of WVDA.
- 20. Modification and Waiver.** This agreement may not be amended or modified, except by written agreement, signed by both parties. It is agreed that no waiver by either Party hereto of any breach of any of the provisions herein set forth shall be deemed a waiver of any subsequent breach of or default under the same or any other provision of this Agreement.
- 21. Severability.** In the event any term or condition of this Agreement is found to be unenforceable by a court of competent jurisdiction, the remaining terms and conditions shall remain in full force and effect.
- 22. Integration.** This Agreement contains the entire agreement between WVDA and the Licensee, and supersedes all prior agreements, whether oral or written, between the Parties.

**A typed or eSigned signature below constitutes a binding legal agreement**

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

Applicant eSignature: \_\_\_\_\_

Its: \_\_\_\_\_, this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_  
*title date month year*

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

WVDA eSignature: \_\_\_\_\_

Its: \_\_\_\_\_, this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_  
*title date month year*



# WEST VIRGINIA GROWN

## Membership Application

**PRODUCERS - BEFORE you submit in this application, you MUST complete the following requirements:**

- POTENTIALLY HAZARDOUS FOOD (PHF): IF SELLING AT A FARMERS MARKET-May require Process Authority, kitchen inspection, water test, approved food safety training and have a Farmers Market Vendor Permit. Contact 304-558-2227.
- NONPOTENTIALLY HAZARDOUS FOOD (NPHF): No Permit required if selling at a farmers market.
- DAIRY: You must obtain a Dairy Distributor Permit and if selling at a farmers market a Farmers Market Vendor Permit is required. Contact 304-558-2227.
- EGGS: You must register as an Egg Distributor. Contact 304-558-2227.
- HEMP: You must register as a Hemp Product Distributor. Contact 304-558-2227.
- HONEY: Your must register your apiary. Contact 304-558-2214.
- MEAT & POULTRY: You must obtain a Meat and Poultry Distributor License or Exemption and if selling at a farmers market a Farmers Market Vendor Permit is required. Contact 304-558-2206.
- PRODUCT LABEL REVIEW: Email request form located at <https://agriculture.wv.gov/ag-business/labelreview> and labels to [productlabeling@wvda.us](mailto:productlabeling@wvda.us). Contact 304-558-2210.

### 1. MEMBER CATEGORY (Mark all that apply):

- WV Grown Producer: I produce, grow, or manufacture in WV, or add at least 50% of value to product in WV. Complete sections 2, 3 & 6.
- WV Grown Partners: I am a retail or food-service establishment sourcing and selling WV Grown Product(s). Complete sections 2, 4, & 6.
- WV Grown Supporters: I am an individual or organization supporting the WV Grown brand. Complete sections 2, 5 & 6.

### 2. APPLICANT INFORMATION:

Company/Farm/Individual Name: \_\_\_\_\_ Contact Person: \_\_\_\_\_  
 Phone/Cell: \_\_\_\_\_ Email: \_\_\_\_\_  
 Physical Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
 Mailing Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
 County \_\_\_\_\_ Facebook: \_\_\_\_\_ Website: \_\_\_\_\_  
 Instagram: \_\_\_\_\_ Other: \_\_\_\_\_

1. Are you a Veteran, Active-Duty Military, Law Enforcement, Firefighter, Emergency Medical Service or First Responder?  
 Yes       No
2. If yes, would you like more information on the Veterans and Heroes to Agriculture Program?  
 Yes       No       Already a member

**\*\*REQUIRED - By e-signing, typing a signature, or hand-writing a signature and submitting this WV Grown application form**

- I certify that all information given in this application is true, accurate and complete, and that I have the necessary authority to enter into this agreement.
- I understand that providing incomplete, inaccurate, or fraudulent information may result in denial or revocation of WV Grown Program membership.
- I understand that membership is at the discretion of the WVDA and may be denied or revoked at any time and for any reason.
- I agree to allow WVDA to share with the public this company's name, products, and other non-confidential information.

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

Typed or hand-written signature: \_\_\_\_\_



### 3. WV GROWN "PRODUCERS" (check all products that apply):

This category is intended for farmers who grow produce, livestock, or similar items - as well as manufacturers of value-added food products that have at least half of the value, added through ingredients and/or processes, completed in West Virginia.

- |   |   |  |
|---|---|--|
| <input type="checkbox"/> Adult Beverages                | <input type="checkbox"/> Dairy Products/Distributor | <input type="checkbox"/> Orchards & Fruit                    |
| <input type="checkbox"/> Agritourism                    | <input type="checkbox"/> Eggs                       | <input type="checkbox"/> Pasta, Rice & Legumes               |
| <input type="checkbox"/> Aquaculture                    | <input type="checkbox"/> Fiber                      | <input type="checkbox"/> Pet Products                        |
| <input type="checkbox"/> Baked Goods                    | <input type="checkbox"/> Flours, Meals & Mixes      | <input type="checkbox"/> Pickled/Acidified/Preserved Product |
| <input type="checkbox"/> Bath & Body                    | <input type="checkbox"/> Hemp Products              | <input type="checkbox"/> Produce                             |
| <input type="checkbox"/> Beverages (non-alcohol)        | <input type="checkbox"/> Herbs & Spices             | <input type="checkbox"/> Snack Foods                         |
| <input type="checkbox"/> Candy, Confections & Ice Cream | <input type="checkbox"/> Honey & Honey Products     | <input type="checkbox"/> Syrups                              |
| <input type="checkbox"/> Christmas Trees                | <input type="checkbox"/> Jams, Jellies & Butters    | <input type="checkbox"/> Other                               |
| <input type="checkbox"/> Condiments                     | <input type="checkbox"/> Meat & Poultry             |  |
- 

### 4. WV GROWN "PARTNERS"

This category is intended for retail outlets that sell at least one official WV Grown product. WVDA wants to help expand the WV Grown brand so that shoppers will demand more, producers will make more, decision-makers will support more, and you will SELL more!

What WV Grown Products do you sell?

Estimated yearly gross of WV Grown product sales (optional, but helps us gauge effect of program).

### 5. WV GROWN "SUPPORTERS"

This category is intended to provide supporters of West Virginia agriculture, not directly involved in production or sales, a way to help expand the WV Grown brand and synergize promotional efforts. Supporters can be any organization or individual committed to the promotion and preservation of West Virginia's farm and food community.

Describe your organization?

How do you support/advance WV agriculture (services, financial, education, advocacy, etc.)?

### 6. WV GROWN DIRECTORY SUBMISSION:

To be included in the printed and/or electronic version of the WV Grown Directory for 2025 and beyond, you must complete the following in its entirety:



1. County where your company or business is located:
  
2. Description of company or business (please write description in third (3rd) person):
  
3. Products available for purchase and/or activities offered:
  
4. Where to purchase or find your products:
  
5. **PLEASE** attach your company or business logo to [WVGrown@wvda.us](mailto:WVGrown@wvda.us).
  
6. **PLEASE** attach two horizontal, high-quality images of your company or business and/or products (JPEG works well) or send to [WVGrown@wvda.us](mailto:WVGrown@wvda.us).



# WVDA Application for Label Review

Company/Farm Name: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Physical Address: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Contact Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_

Please refer to the West Virginia Farmers Market Vendor Guide for labeling requirements for selling at Farmers Markets, along with helpful definitions and common abbreviations: <https://bit.ly/2krps5P>

**Please provide responses for below questions.**

- 1. Please list products requesting review. If more than 20 products require review, complete only this portion of a second copy and attach.**

PRODUCT	NET CONTENTS (WEIGHT, FLUID OZ. OR COUNT)	PRODUCT	SIZE
1.		11.	
2.		12.	
3.		13.	
4.		14.	
5.		15.	
6.		16.	
7.		17.	
8.		18.	
9.		19.	
10.		20.	
<b>Total Number of Labels</b>			

- 2. Product(s) is/are made in a:**

\_\_\_\_\_ Home kitchen  
 \_\_\_\_\_ Community kitchen  
 \_\_\_\_\_ Commercial kitchen

- 3. Product(s) will be sold:**

**Instate**

\_\_\_\_\_ Farmers Markets  
 \_\_\_\_\_ Wholesale  
 \_\_\_\_\_ Retail  
 \_\_\_\_\_ On-Farm Sales  
 \_\_\_\_\_ Pick Your Own  
 \_\_\_\_\_ Direct to Consumer  
 \_\_\_\_\_ Online Sales

**Out of State**

\_\_\_\_\_ Out of State

## WEST VIRGINIA GROWN

### THE STATE'S PREMIER, LOCAL FOOD BRANDING PROGRAM

Developed in 1986, the West Virginia Grown program was designed to market West Virginia grown and manufactured products to consumers. By placing the West Virginia Grown logo on a product, you are assuring buyers that product was grown or processed

with quality ingredients in the Mountain State.



For more information or an application,  
 contact 304-558-2210 or [wvgrown@wvda.us](mailto:wvgrown@wvda.us)

**4. Are any products listed an acidified or fermented food?**

- **Both types of foods are REQUIRED to have a letter of Process Authority on file and attend a Better Process Control School.**
- **If any products listed for product label review are an acidified or fermented food, complete 4a and 4b.**

**a. Do you have a letter of Process Authority?**

\_\_\_\_\_ **If Yes**, please provide copy.

**By email:** productlabeling@wvda.us

**By mail:** West Virginia Department of Agriculture  
Business Development Division  
1900 Kanawha Boulevard, E.  
Charleston, WV 25305

\_\_\_\_\_ **If No**, contact the WVDA Business Development Division (304-558-2210) for forms and instructions for submission.

**b. Have you attended a Better Process Control School?**

\_\_\_\_\_ **If Yes**, please provide copy of certificate.

**By email:** productlabeling@wvda.us

**By mail:** West Virginia Department of Agriculture  
Business Development Division  
1900 Kanawha Boulevard, E.  
Charleston, WV 25305

\_\_\_\_\_ **If No**, the WVDA offers this class annually OR you can search online and find a class (i.e. University of Tennessee has an online class)

**5. All honey producers are REQUIRED to have hives registered with WVDA.**

a. Is your Apiary registered?:

\_\_\_\_\_ **Yes**

\_\_\_\_\_ **No**

\_\_\_\_\_ **N/A (does not produce honey)**

b. Name the apiary is registered under: \_\_\_\_\_

c. [Annual Application for Apiary Registration \(https://bit.ly/2rjhRWF\)](https://bit.ly/2rjhRWF)

**6. If you are meat producer, label approval goes through the WVDA Meat & Poultry Inspection Division. Please contact them at 304-558-2206.**

**7. Along with this form, please submit a copy of all labels you are requesting a review.** Most label applications are processed within 5-10 business days from date of receipt of reviewable materials.

**8. Submit labels to: WV Department of Agriculture, Business Development Division, 1900 Kanawha Blvd. E., Charleston, WV 25305 OR email to productlabeling@wvda.us.** If revisions are needed, you will be contacted by email, mail, or phone. Once revisions are made you will need to resubmit your label(s). The original Certificate of Label Review will be mailed to the applicant listed on this form and a copy will be sent to the WV Bureau of Public Health.

## Which canner should I use?

**Pressure Canners** are necessary for:

- Vegetables
- Meat
- Fish/seafood
- Poultry
- Soups
- Stews
- Stocks



- Recipes that combine high-acid foods, such as tomatoes, with low-acid foods, such as vegetables or meats

**Hot water bath Canners** can be used for:

- Fruit
- Fruit juices
- Jellies and jams
- Pickles
- Pickled peppers
- Salsas
- Tomatoes with added acid
- Pickled relishes



# West Virginia Department of Agriculture

Kent A. Leonhardt, Commissioner  
Joseph L. Hatton, Deputy Commissioner



## West Virginia Farmer Market Registration Form

Application is for April 1, 20 - March 31, 20

<b>Name of Farmers Market:</b>	
<b>Permission to promote and share information: Yes or No</b>	
<b>Legal owner name:</b>	
<b>Physical Address of Farmers Market:</b> (Location of the market (if not a mobile unit) OR your business location (if a mobile unit))	
<b>County of Farmers Market:</b>	
<b>Email address:</b>	<b>Website/social media:</b>
<b>Telephone #:</b>	<b>Fax#:</b>
<b>Mailing address:</b> (If different than above address)	<input type="checkbox"/> Same as above
<b>Type of Farmers Market:</b>	
<input type="checkbox"/> Traditional	<input type="checkbox"/> On farm
<input type="checkbox"/> Consignment	<input type="checkbox"/> Area within a fair or festival
<input type="checkbox"/> Mobile	<input type="checkbox"/> Online
<input type="checkbox"/> Other _____	
If you are a consignment farmers market, please attach your Food Establishment Permit	
<b>Facility type:</b>	<b>Are you one of the following:</b>
<input type="checkbox"/> Permanent structure or building	<input type="checkbox"/> Veteran
<input type="checkbox"/> Parking lot or open-air market	<input type="checkbox"/> First Responder
<input type="checkbox"/> Mobilized unit	<input type="checkbox"/> Fireman
<input type="checkbox"/> Police	
Other:	
<b>Dates of open &amp; close:</b>	



**Days of Operation & Time:**

(Check days which apply & complete time facility is open)

Monday Time \_\_\_\_\_  
 Tuesday Time \_\_\_\_\_  
 Wednesday Time \_\_\_\_\_  
 Thursday Time \_\_\_\_\_

Friday Time \_\_\_\_\_  
 Saturday Time \_\_\_\_\_  
 Sunday Time \_\_\_\_\_

**Please provide your Farmers Market's definition of local (50 mile radius, county, etc):**

**Will sampling be permitted at your market?**

Yes  No

**If yes, do you have an available hand washing area / station, describe below?**

\_\_\_\_\_  
Name of Responsible person (Print)

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

Complete this form and email or fax to:

farmersmarkets@wvda.us

fax: 304-558-3594

phone: 304-558-2227

mailing address: 1900 Kanawha Blvd. East, Charleston, WV 25305-0170

physical address: 217 Gus R. Douglass Lane, Charleston, WV 25312

telephone: 304-558-3550 • fax: 304-558-2203

[www.agriculture.wv.gov](http://www.agriculture.wv.gov)





# Farmers Market Vendor Permit Application

Code No.  
6696-4143

West Virginia Department of Agriculture

Regulatory and Environmental Affairs Division Charleston,

WV 25305

Permit Application is for April 1, 20 - March 31, 20

Date:	Name on Permit:
Applicants full name:	Telephone Number:
Mailing address:	Are you one of the following: <input type="checkbox"/> Veteran <span style="margin-left: 150px;"><input type="checkbox"/> Police</span> <input type="checkbox"/> First Responder <span style="margin-left: 100px;">Other:</span> <input type="checkbox"/> Fireman
Email address:	County Where Kitchen is Located:
Website/social media:	Permission to promote and share information Yes or No
Type of product(s) being sold:	
<input type="checkbox"/> Pickled Products	<input type="checkbox"/> Acidified Fruits and/or Vegetables
<input type="checkbox"/> Sauce(s)	<input type="checkbox"/> Meat- Type: _____
<input type="checkbox"/> Salsa(s)	<input type="checkbox"/> Poultry- Type: _____
<input type="checkbox"/> Fermented Products	<input type="checkbox"/> Time/Temperature Controlled Other: _____
<p><small>All Acidified Products (Pickled, Fermented, Sauce(s), Salsa(s), and Acidified Fruits and/or Vegetables) must have a WVDA Label review and a Process Authority completed on each product. All paperwork must be sent with this application before a permit is received.</small></p>	
Name & physical location of growing field(s) if applicable:	
Name(s) of and locations of farmers market(s) where product(s) will be sold:	

What type of water are you using during the preparation of your product?

Municipal water source       Private water source

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What type of kitchen is your commodity prepared in?

Commercial       Farm       Certified Out of State Commercial Kitchen or Federally Inspected Facility. Please attach paperwork with application.

Home       Community      Other, explain:

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Address of kitchen:

\_\_\_\_\_  
 Signature of person completing form      Date

*Note: All labels on products must be approved by the WVDA, regardless of the process or kitchen facility*

All Farmers Market Vendor Permits are **\$35.00** each to be paid in U.S. Funds drawn from a U.S. Bank All checks or money orders should be made to the **West Virginia Department of Agriculture** and mailed to the address below. For any questions please call 304-558-2226. All permits will be sent to applicant upon receiving payment. Potentially hazardous food vendors will be charged **\$27 per hour**, excluding travel hours, for inspections, which will be billed directly to the potentially hazardous food vendor. Inspection costs will be assessed for both the annual inspection, as well as any follow up inspections after a violation has occurred. An invoice will be issued at the time of the kitchen inspection.

**COMPLETE THIS FORM AND MAIL WITH CHECK OR MONEY ORDER TO:**

West Virginia Department of Agriculture  
**Attn: Administrative Services Division**  
 1900 Kanawha Blvd.; East  
 Charleston, WV 25305-0170



## Farmers Market and Farmers Market Vendor Complaint Form

**West Virginia Department of Agriculture**  
**Regulatory and Environmental Affairs Division**  
**Charleston, WV 25305**

Date:	Time:
Complainant's Full Name:	Telephone Number:
Address:	
Email Address:	
Farmers Market name & address:	
Vendor name & address (if applicable):	
Name of product(s) (if applicable):	
Date of purchase (if applicable):	Lot code or other identifiers:

*If you require further space to thoroughly answer the following items, please use additional paper.*  
Describe the defect or problem encountered:

**Farmers Market and Farmers Market Vendor Complaint Form, page 2**

If contacted, what was the farmers market or vendor's response:

If you have contacted other divisions/agencies about the complaint, please provide the name of the agency and the person that you spoke with:

\_\_\_\_\_  
Signature of person completing form

\_\_\_\_\_  
Date

FOR INTERNAL USE ONLY

Date of Receipt:

Person receiving:

Person assigned to investigate:

Date closed:

**COMPLETE THIS FORM AND EMAIL OR FAX TO: CHAD LINTON, ASSISTANT DIRECTOR**

**([clinton@wvda.us](mailto:clinton@wvda.us)) Fax: 304-558-3594 Office: 304-558-2227**

**V1. Effective 06/08/2018**



# PROCESS AUTHORITIES

Below is a list of process authorities that can assist you with testing and questions about your product/process.

## Virginia Tech

Joell Eifert, Director, Food Science and Technology

[Joell.eifert@vt.edu](mailto:Joell.eifert@vt.edu)

540-231-2483

## NC State University

Nick Fragedakis, Program Director, Food, Bioprocessing & Nutrition Sciences

[nfraged@ncsu.edu](mailto:nfraged@ncsu.edu)

919-515-2920

## University of Nebraska

Jill Gifford, National Food Entrepreneur Program Manager

[Jgifford1@unl.edu](mailto:Jgifford1@unl.edu)

402-472-2819

## Clemson University Cooperative Extension

Kimbery Baker, Ph.D., RD, LD, Food Systems and Safety Program Team Leader

[kbaker@clemson.edu](mailto:kbaker@clemson.edu)

864-646-2166

## Aardvark Associates

Dave French, Ph.D.

[dave@aardvarkassoc.com](mailto:dave@aardvarkassoc.com)

717-677-6781

## Paster Training, Inc.

Tiffany Grill, Project Manager/Training Coordinator

[tiffany.grill@pastertraining.com](mailto:tiffany.grill@pastertraining.com)

610-970-1776

## Winston Scientific Consultants

Marvin Winston

[winstonscientific@gmail.com](mailto:winstonscientific@gmail.com)

732-679-1121

## Kingsborough Community College – The City University of New York

Laxman Kanduri

[Laxman.Kanduri@kbcc.cuny.edu](mailto:Laxman.Kanduri@kbcc.cuny.edu)

# CONTACTS

## **WEST VIRGINIA DEPARTMENT OF AGRICULTURE (WVDA)**

### **Aquaculture/Fish/Seafood**

Regulatory and Environmental Affairs  
Division  
304-558-2227  
[nichols@wvda.us](mailto:nichols@wvda.us)

### **Correspondence**

[farmersmarkets@wvda.us](mailto:farmersmarkets@wvda.us)

### **Eggs**

Regulatory & Environmental Affairs  
Registration of Small Egg Producers  
304-558-2227  
[dgraley@wvda.us](mailto:dgraley@wvda.us)

### **Farmers Market and Vendor Registration**

Regulatory and Environmental Affairs  
304-558-2227  
[farmersmarkets@wvda.us](mailto:farmersmarkets@wvda.us)

### **Labeling**

Business Development Division  
304-558-2210  
[productlabeling@wvda.us](mailto:productlabeling@wvda.us)

### **Meats, Poultry and Rabbit**

Meat & Poultry Inspection Division  
304-558-2206  
[qjones@wvda.us](mailto:qjones@wvda.us)

### **Produce Safety**

304-521-5968  
[aodell@wvda.us](mailto:aodell@wvda.us)  
[produce@wvda.us](mailto:produce@wvda.us)

### **'West Virginia Grown' Branding Program**

Business Development  
304-558-2210  
[wvgrown@wvda.us](mailto:wvgrown@wvda.us)  
[businessdevelopment@wvda.us](mailto:businessdevelopment@wvda.us)

## **WV DEPARTMENT OF HEALTH AND HUMAN RESOURCES (WVDHHR)**

### **Bureau for Public Health**

304-356-4339

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### **WVU EXTENSION SERVICES**

Agriculture & Natural Resources  
304-293-6131  
[Ronnie.Helmondollar@mail.wvu.edu](mailto:Ronnie.Helmondollar@mail.wvu.edu)

### **WV FARMERS MARKET ASSOCIATION**

Policy Chair  
304-202-6618  
[coordinator@wvfarms.org](mailto:coordinator@wvfarms.org)







## **West Virginia Department of Agriculture**

Kent A. Leonhardt, Commissioner  
Joseph L. Hatton, Deputy Commissioner