

People's Open Market
1527 Keeaumoku Street
Honolulu, Hawaii 96822
Phone: (808)768-9299
Email: openmarket@honolulu.gov

VENDOR CHECKLIST

The items that are CHECKED OFF must be in the People's Open Market (POM) office before vendors will be allowed to actively participate in the program.

1. Federal Employer I. D. Number and/or Social Security Number.
2. General Excise Tax License. (State of Hawaii, Dept. of Taxation, 830 Punchbowl Street, 587-4242.) **FOR ALL VENDORS.**
3. Retail Merchant License. (State of Hawaii, Dept. of Agriculture, 1851 Auiki Street, 832-0700). For vendors obtaining locally grown produce from farmers.
4. License for Commercial Measuring Devices. (State of Hawaii, Dept. of Agriculture, 832-0690). Scales must have valid certification.
5. Food Service and Food Establishment Permit. (State of Hawaii, Dept. of Health, Sanitation Branch, 591 Ala Moana Blvd.). For All VENDORS selling food items.
6. Food Stamp Authorization. (U.S. Dept. of Agriculture, Food and Nutrition Service, Prince Kuhio Federal Bldg., 541-2857). For ALL VENDORS selling food items. Please register with the City and Honolulu self service vendor website for EBT
7. X-ray or Skin Test. (State of Hawaii, Dept. of Health, 832-5738 or your personal physician). For all paid and unpaid workers handling food items.
8. Comprehensive General Liability and Commercial Auto Liability Insurance-separate paper attached with description of policy minimums.
9. Vehicles to be used in the POM must maintain current registration and safety check.
10. Commercial Marine License. (State of Hawaii, Dept. of Land and Natural Resources, 1151 Punchbowl Street, 587-0109) For vendors selling fish and "ogo".
11. Other:

Xerox copies are acceptable as evidence of compliance with requirements.