



City of Cleveland
Justin M. Bibb, Mayor

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Micro Market Fact Sheet

What is a Micro Market? A micro market is a retail food establishment that offers for sale food items that are allowable in a risk level one operation in displays not more than two hundred and fifty linear feet. All commercially prepackaged refrigerated or frozen, time/temperature controlled for safety foods shall be stored in equipment that complies with paragraph (H) of rule 3717-1-3.4, paragraphs (LL) and (MM) of rule 3717-1-4.1 of the administrative code.

What foods are permitted to be sold in a micro market? Micro markets may sell refrigerated or frozen prepackaged non TCS food or TCS food. Produce such as bananas and oranges may be sold in a micro market as well; ready to eat produce such as grapes or strawberries must be in a prepackaged form. In addition, micro markets may use fountain beverage machines and coffee/cappuccino/hot chocolate machines that mix non TCS ingredients with hot water to dispense a single cup of product.

May I use coffee pots at my micro market? Yes. However, coffee that is dispensed by the individual using this arrangement must be offered free of charge.

How large can my micro market display be? Displays may not be more than two hundred and fifty linear feet. Displays in the same office space or room that do not meet this guideline will be licensed separately (e.g. displays of 100 ft., 100 ft., and 50 ft. in the same room would be licensed separately).

Do I need a separate license for micro markets located on different floors in the same building? Yes. Micro markets located on different floors will be licensed separately.

Do I need to attend a level one certification course (Person in Charge) for a micro market operation? No. Micro markets are unmanned operations that are exempt from this requirement.

Do I need to submit plans to the Cleveland Department of Public Health for my micro market? Yes. As with any other retail food establishment, your plans will need to be approved by our office prior to receiving a license to operate.

What is the plan review fee for a micro market? The plan review fee is \$450.00. **Please be advised that this fee is for the 2014-2015 licensing period only and is subject to change for subsequent licensing periods.**

What is the license fee for a micro market? The license fee for a micro market is \$178.00 (local and state fee included). **Please be advised that this fee is likely to change to reflect the standard licensing fee for a risk level one retail food establishment beginning March 1 of each year.**

What will be the license category for my micro market? All micro markets will be licensed as a risk level one retail food establishment (**C1S RFE**).

Are hot foods permitted to be sold at a micro market? No. Since there is no current equipment with an automatic shutoff feature approved for micro markets, hot foods may not be offered for sale in a micro market.

Is there a list of approved equipment for micro markets? Yes (see attached document).

Approved Refrigeration Equipment for Micro markets

Manufacturer	Model	Comments
Royal Vendors	RVCH-027	Locking mechanism is an integrated part of the machine. Models with a starting serial number of 201233RA0001 or higher are approved by NSF. Number Coding: (year)(week of that year)RA(#unit for that week)
Royal Vendors	RVCFH-027	Locking mechanism is an integrated part of the machine. Models with a starting serial number of 201233RA0001 or higher are approved by NSF. Number Coding: (year)(week of that year)RA(#unit for that week)
Mimet	VV-16 BTFN freezer	NAMA approved this UL EPH certified machine with the ESC, Co. TTL-100 locking mechanism.
Imbera	G319	NAMA approved this UL EPH certified machine with the TriTeq Lock & Security CL 100 locking mechanism.
Imbera	VFS24 (freezer)	NAMA approved this UL EPH certified machine with the TriTeq Lock & Security CL 100 locking mechanism. Note: Imbera is in contact with UL to correct the listed model # (missing "V").