



Public Health
Prevent. Promote. Protect.

Hancock County Health Department

671 Wabash Avenue

Carthage, IL 62321

217-357-2171

GUIDELINES FOR SELLING BAKED GOODS B A K E S A L E

Bake sales take place once in awhile and are used as fundraisers for an organization or group. If you are vendor at farmers market and are selling baked goods you would fall under Cottage Food. Please refer to the Cottage Food information on our website.

1. **DO I NEED A PERMIT FOR MY GROUP'S BAKE SALE?** No, you do not (if it's a one-time event).
2. **WHAT TYPE OF ITEMS CAN WE SELL?** You can sell non-potentially hazardous foods such as: cookies, brownies, fruit pies, cakes, breads and breakfast-type rolls.
3. **ARE THERE ANY ITEMS WE CANNOT SELL?** You cannot sell potentially hazardous items such as: pumpkin pies, sweet potato pies, cream pies, meringue pies, cream-filled pastries, etc. (These are temperature regulated items)
4. **HOW SHOULD WE DISPLAY THE BAKED GOODS?** Individually pre-wrap them (plastic wrap, plastic bags, etc.). Don't have open foods on the tables – everything must be packaged ahead of bringing it to the bake sale.
5. **DO WE NEED TO LABEL THE ITEMS, AND IF SO, WHAT SHOULD BE ON THE LABELS?** Yes, you need to label the items. The labels should include what the item is and the baker's initials (example: Cinnamon rolls JD). On a separate index card, state what the item is, the ingredients in decreasing amounts, the baker's full name, and address and phone number. This would help Public Health trace the baked goods (in case of illness or injury), or help inform customers in case they have food allergies. We suggest the person in charge of the bake sale also have a copy of all ingredient cards.



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6. **WHAT IF A BROWNIE, CAKE OR COOKIE MIX IS USED?** On the ingredient card, list the baker's full name, address & phone number. Attach the ingredient information panel from the box (including any added ingredients like eggs, oil, nuts, etc)
7. **ARE THERE ANY OTHER DO'S AND DON'TS?** Mostly common sense – no eating, drinking, or smoking in the area. Wash hands after using the restroom.
8. **IF I HAVE ANY QUESTIONS, WHOM SHOULD I Call?** Contact the Hancock County Health Department, (217) 357-2171 ext 114