

## Guidelines for Bake Sales

Bake sales can provide good fund raising opportunities for non-profit organizations (schools, sports teams, etc.). However, as in any situation where food is being prepared and offered for sale to the public, caution must be exercised to provide safe food. When consumers buy food, they have the right to expect that it will be safe and wholesome.

**While no health department permit is required for “bake sales”, the sponsoring organizations are responsible for the safety of the food products they offer for sale.** Although the traditional bake sale foods such as bread, cakes, pies, cookies and candies rarely cause illness, it is important to remember that under the right circumstances any food can cause foodborne illness. The following guidelines will improve your chances for a successful bake sale:

### Maintain List

Name, address, and phone number of each person who prepared an item for the event along with what they prepared. A sign indicating that these items are “Home Baked” should be posted.

### Packaging

All food must be individually wrapped in plastic, foil, or waxed paper.

### Acceptable bake sale items: (shelf-stable, non-potentially hazardous foods only)

- Breads – quick breads and yeast
- Cakes (except cheesecake or cream filled)
- Cookies
- Bars
- Muffins
- Candies
- Dried fruits, herbs and spices
- Cupcakes (except cream-filled)
- Non-potentially hazardous fruit-based pies not requiring refrigeration



### Not acceptable for bake sales:

- Cheesecake
- Pastries
- Cream, meringue, custard, or pumpkin pies
- Cream-filled cakes, cupcakes, muffins, or doughnuts
- Frosting and fillings made with cream cheese
- Home-canned foods



**Please note:** Potentially hazardous foods (foods that require hot or cold holding) are not allowed at a bake sale. This requires a [Temporary Restaurant Permit](#) and must be submitted at least 7 days in advance, prior to your event.

## Food Allergens

Individuals who are allergic or very sensitive to food can touch or smell food and have an allergic reaction. Some allergic reactions can be severe and require hospitalization.

The eleven most common food allergens are: **Milk, Citrus, Eggs, Soy, Peanuts, Wheat, Tree nuts, Melon, Strawberries, Shellfish, and Fish.**

Please consider the following:

- Label items that containing allergens, i.e. “contains nuts”.
- Position foods containing known allergens away from other items or use a separate table
- Designate a person to handle the sales of only allergen-free foods.

## Transportation

- Vehicles used for transport should be clean and maintained in good sanitary condition.
- Food should be tightly wrapped to protect from dust, dirt and insects.
- Food should not be transported with pets.

## Leftovers

To avoid leftovers, reduce the price 20 minutes before the close of your fundraiser. If there are leftovers, be sure to wrap them securely.



## The final word:

**When planning a bake sale, please observe the following requirements:**

- 1) All foods must be protected from unnecessary handling, airborne contamination and pests. Baked goods should be placed in food storage bags or containers, wrapped with new food grade plastic, wax paper or foil or dispensed from a covered food storage container.
- 2) Individuals shall thoroughly wash their hands before conducting the sale and after any act that could contaminate their hands, such as coughing, eating, or using the restroom.
- 3) Bare hand contact with the food items should be avoided through the use of plastic gloves, tissues, bags or utensils (tongs/spoons).
- 4) A sign or placard stating “Home Baked” must be posted.
- 5) Donors should be encouraged to identify/label any product that contains any major allergen. Major allergens include peanuts (peanut butter), eggs, wheat, soybeans, milk and milk products (e.g. butter, buttermilk, cheese) and tree nuts (e.g. almonds, pecans, walnuts, cashews).
- 6) The event organizer should retain a list of who donated what food items or wrapped baked items should be labeled with the baker's name in order to identify the source of the product.
- 7) Good standards of housekeeping and hygiene are expected of persons operating the bake sale. All foods should be displayed on clean counters and the bake sale area maintained in a clean and sanitary condition.

Additional consumer food safety information can be obtained by visiting [www.foodsafety.gov](http://www.foodsafety.gov) or by contacting Public Health – Madison & Dane County.