

**CARROLL COUNTY HEALTH DEPARTMENT
BUREAU OF ENVIRONMENTAL HEALTH
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BAKED GOODS ONLY - SPECIAL FOOD SERVICE FACILITY - TEMPORARY LICENSE

I hereby make application for a license to operate a Special Food Service Facility, and agree to comply with all Bake Sale Guidelines during the duration of the event.

Name of Proposed Event: _____

Baked Goods to be Served: _____

Exact Location of Event: _____

Public Water on Site: Yes__No__(If no, the license holder is responsible for providing potable water)

Property Owner: _____

Address: _____ Phone: _____

Date(s) of Operation: _____ Hours: _____

Sponsoring Organization: _____

Address: _____ Phone: _____

Applicant: _____

Address: _____ Phone: _____

Applicant's Signature: _____ Date: _____

For Health Department Use Only

License Number _____ Date Approved _____

Reviewed by _____ Date(s) Valid _____

BAKE SALE GUIDELINES

“Bake Sale” means a place where non-potentially hazardous bakery goods including bread and pastries are sold in conjunction with a fundraising event. Foods made in private home kitchens offered or sold at a bake sale can only be non-potentially hazardous baked goods. A “Bake Sale” does not include a place where a person sells baked goods for individual profit, a place from which food is commercially distributed, or a place where potentially hazardous baked goods are sold or distributed.

The extent of coverage under the Code of Maryland Regulations 10.15.03 for Food Service Facilities for bake sales is as follows:

1. All such functions must have a permit issued by the local Health Department. At present, there is no cost for such a permit and it can be easily obtained by filling out a permit application form, available at the Carroll County Health Department, and returning it to the Health Department.
2. All foods provided shall be wholesome and free from spoilage, filth, or other contamination, and shall be safe for human consumption.
3. While affected with a disease in a communicable form, or while a carrier of a disease, or while afflicted with boils, infected wounds, or an acute respiratory infection, a person is prohibited from participating in the bake sale.
4. Cakes, pies and cookies that contain cream, meringues, or custards, are not allowed under any circumstances.
5. The event coordinator must maintain a list of baked goods’ contributors, including their names, addresses, phone numbers, and list of ingredients. As each person brings in items, his/her information is placed opposite a number. Then each article donated is marked in some manner with that number. (Magic marker, tape, etc. is acceptable for marking.) It is unnecessary to mark individual slices, pieces, or items of baked goods unless the baked good item is duplicated. The record of contributors and donated items should be retained by the organization for a period of one year.

The purpose of the Health Department's food program is to establish minimum standards so that the occurrence of illness is reduced, and if illness does occur, to determine what conditions caused that illness. The Department's efforts are then directed at ensuring that such conditions do not occur again. This is done through recommending changes in procedures and the elimination of unsafe products.