



BOARD OF HEALTH
TOWN OF FOXBOROUGH
MASSACHUSETTS 02035

www.foxboroughma.gov

40 SOUTH STREET
Tel. (508) 543-1207
Fax (508) 543-6278

BAKE SALE PERMIT APPLICATION

(NO PERMIT FEE)

BHP- _____
DATE REC'D _____
CHECK # NO CHARGE

Name of Organization: _____
Address of Organization: _____
Telephone Number: _____ E-Mail: _____

Name of Applicant: _____ Telephone #: _____
Mailing Address: _____

Date of Operation: _____ Hours of Operation: _____ Event Location/Name _____
(PERMIT MUST BE POSTED THE DAY OF EVENT)

What will your organization be selling/giving away: _____
(Only baked goods - cookies, cakes, muffins, etc., are allowed)

No Potentially Hazardous Foods are allowed (baked goods with cream or egg fillings (e.g. éclairs) cannot be offered.

(SEE BAKE SALE GUIDELINES ATTACHED)

I, the undersigned, attest to the accuracy of the information provided in this application.

Signature of Applicant: _____ Date: _____

(2013)

BAKE SALE

GUIDELINES FOR SELLING BAKED GOODS



DO I NEED A PERMIT FOR MY GROUP'S BAKE SALE? Yes, for trace back purposes only and there is **no** fee.

WHAT TYPE OF ITEMS CAN WE SELL?

Only baked goods (cookies, cakes, muffins, etc.) can be offered at this sale. Baked goods with cream or egg fillings (e.g. éclairs) cannot be offered.

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 protected from contamination while on display (wrapped or covered).

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.

On a separate index card, state what the item is, the ingredients in decreasing amounts, the bakers full name, address and phone number. This will help inform customers in case they have food allergies. (People with specific food allergies should not eat anyone's home-baked goods.)

We suggest the person in charge of the bake sale also have a copy of all ingredient cards.

Cinnamon Rolls

Flour, sugar, butter, eggs, milk,
Yeast, cinnamon and salt

JD = Jane Doe 555-1234
123 Main St., Town, STATE

WHAT IF A BROWNIE, CAKE OR COOKIE MIX IS USED?

On the ingredient card, list the baker's full name address and phone number.

Attach the ingredient information panel from the box (including any added ingredients like eggs, oil, nuts, etc.).

Brownies

Duncan Hines brownie mix
(see attached ingredient panel)

JD = Jane Doe 555-1234
123 Main St., Town, STATE

ARE THERE ANY OTHER DO'S AND DON'TS?

Mostly common sense – no eating, drinking, or smoking in the kitchen. Wash hands after using the restroom. Do not cook if you are ill, wash hands frequently, keep children and pets out of the kitchen during cooking times, and make sure all utensils are properly cleaned prior to use.

IF I HAVE ANY QUESTIONS, WHOM SHOULD I CALL?

You can contact the Sanitarian at the Foxborough Board of Health at 508-543-1207.

