

# Sangamon County Department of Public Health

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Registration# \_\_\_\_\_

Start Date \_\_\_\_\_

Expiration Date \_\_\_\_\_

## REGISTRATION FOR COTTAGE FOOD OPERATION FORM

### Farmers Market Sales Only

**Owner is responsible for renewal of this registration after the 365 day period has expired.**

	Name	Address	Email	Phone Number
<b>Business</b>				
<b>Owner(s)</b>				

#### Terms:

**Acidified:** Acid is added or fermentation allowed to produce a final pH of <4.6.

**Canned food:** Food preserved in air-tight, vacuum sealed containers that are heat processed and shelf stable.

**Cottage food operation:** An operation conducted by a person who produces or packages food or drink, other than foods and drinks listed as prohibited (below), in a kitchen located in that person's primary domestic residence or another appropriately designed and equipped residential or commercial-style kitchen on that property for direct sale by the owner, a family member, or employee.

**Cut leafy greens:** Fresh leafy greens whose leaves have been cut, shredded, sliced, chopped or torn. This does not mean "cut to harvest" or the cut to remove it from the ground.

**Farmers market:** A common facility or area where farmers gather to sell a variety of fresh fruits and vegetables and other locally produced farm/ food products directly to the customer.

**Leafy Greens:** Lettuce (iceberg, romaine, leaf, butter, baby leaf), escarole, endives, spring mix, spinach, cabbage, kale, arugula, chard. It does not include microgreens or herbs (cilantro, parsley).

**Microgreen:** An edible plant seedling grown in soil or substrate.

**Sprout:** Any seedling that's does meet the definition of a microgreen.

**ITEMS NOT ALLOWED TO SELL:** Per 410 ILCS 625/4, A cottage food operation may produce homemade food and drink. However, a cottage food operation, unless compliant with all requirements, **shall not sell** or offer to sell the following food items or processed foods (*except as indicated*):

- (A) **meat, poultry, fish, seafood, or shellfish;**
- (B) **dairy** (*except as an ingredient in a non-phf baked good or candy, such as caramel; subject to paragraph 1.8*);
- (C) **eggs** (*except as an ingredient in a non-phf baked good or in dry noodles*);
- (D) **pies (pumpkin, sweet potato, custard, crème), cheesecakes, and pastries with potentially hazardous fillings or toppings;**
- (E) **garlic in oil or oil infused with garlic** (*except if the garlic is acidified*);
- (F) **canned foods** (*except for the following, which may be canned only in mason-style jars with new lids: fruit jams, fruit jellies, fruit preserves, or fruit butters, syrups, whole or cut fruit canned in syrup, acidified fruit or vegetables prepared and offered for sale in compliance with paragraph 1.6, and condiments such as mustard, horseradish, or ketchup that do not contain ingredients prohibited under this section.(1.6)*);
- (G) **sprouts;**
- (H) **cut leafy greens** (*except for cut leafy greens that are dehydrated, acidified, or blanched and frozen*);
- (I) **cut or pureed fresh tomato or melon;**
- (J) **dehydrated tomato or melon;**
- (K) **frozen cut melon;**
- (L) **wild-harvested, non-cultivated mushrooms**
- (M) **alcoholic beverages.**
- (N) **kombucha**

**PRODUCT LABELING - The following must be included on all labels of food to be sold:**

- (A) The name and address of the cottage food operation.
- (B) The common or usual name of the food product.
- (C) All ingredients including colors, artificial flavors, preservatives, listed in decreasing order of weight shown with common/ usual name.
- (D) Statement **“This product was produced in a home kitchen not subject to public health inspection that may also process common food allergens.”**
- (E) The date the product was processed.
- (F) Allergen labeling specified in federal labeling requirements to include net weight or net volume.

Section 1.6 Canned tomatoes. In order to sell canned tomatoes or a canned product either containing tomatoes or a canned product containing tomatoes, a cottage food operator shall either:

- a. follow exactly a recipe that has been tested by USDA or an extension office; or
- b. submit the recipe, at the cottage food operator’s expense, to a commercial lab to test for acidification, identify the variety of tomato used, use this formulation in all other batches, and provide documentation of the test results to an inspector upon request.

Section 1.7 SCDPH may require that a cottage food operator submit a can to be tested, at operators’ expense to verify that the final equilibrium pH is 4.6 or below.

Section 1.8 SCDPH may require that the cottage food operator may submit a recipe for any baked good containing cheese, at the operator’s expense, to a lab to verify that it is Non-PHF, thus allowing the operator to sell the product as a cottage food.

**I AFFIRM:**

- (A) I am the person preparing and selling the product and am registered with the health department.
- (B) I have a current 8-hr Food Manager Certificate. Number: \_\_\_\_\_  
Expires: \_\_\_\_\_
- (C) A placard will be placed in a prominent location stating **“THIS PRODUCT WAS PRODUCED IN A HOME KITCHEN NOT SUBJECT TO PUBLIC HEALTH INSPECTION THAT MAY ALSO PROCESS COMMON FOOD ALLERGENS”**.

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

**Office Use Only**

\_\_\_\_\_  
Director of Approving Authority

\_\_\_\_/\_\_\_\_/\_\_\_\_\_  
Approval Date