



Basic Requirements for a Home Bakery Establishment

1. Food preparation and sales are limited to bakery products only and include:
 - a. Potentially hazardous bakery products.
 - b. Non-potentially hazardous bakery products that are sold on a wholesale basis.
2. “Baked good” means breads, cakes, doughnuts, pastries, buns, rolls, cookies, biscuits, and pies (except meat pies).
3. Annual gross sales must be under \$35,000.
4. Complete and submit an application and fee (\$50) for a home bakery establishment license to this agency.
5. A pre-opening inspection and approval by this agency are required before opening for business.
6. A separate kitchen is not required.
7. All ingredients must come from licensed and approved sources except for fresh fruits, fresh vegetables, honey, and shell eggs.
8. All food must be stored at least 6 inches off the floor and the storage areas kept clean.
9. All food must be in sound condition without any spoilage or filth.
10. All cold foods must be kept at/or below 41° F.
11. A domestic refrigerator can be used if it maintains the proper temperature. All refrigerators shall have a thermometer.
12. A metal stem thermometer shall be provided to check the internal temperature of both hot and cold food. Thermometers must be accurate and have a range from 0° F to 220° F.
13. All food contact surfaces must be kept clean, smooth, nonabsorbent, and free of cracks and open seams.
14. The floors, walls, ceilings, utensils, machinery, equipment must be kept clean.
15. The kitchen facilities must be protected against insects and rodents. Outside doors, windows and other openings must have screens and self-closing doors.
16. No dogs, cats or other pets are allowed in the kitchen area or food storage area.
17. All garbage and refuse must be kept in durable containers and removed from the premise regularly.
18. All food handlers must keep themselves clean; have clean outer garments, aprons and effective hair restraints.
19. Smoking and eating are not permitted while preparing food. All beverages must have a lid and a straw.
20. Except when washing fruits and vegetables, food employees shall avoid direct contact with ready-to-eat foods with their bare hands.
21. The use of single-use gloves, utensils, deli tissue, spatulas, tongs or dispensing equipment shall be used to avoid bare hand contact.

22. A hand-sink is required in the kitchen with hot and cold water. This sink shall have soap and single use paper towels.
23. All utensils and equipment used in the preparation of the food must be washed, rinsed, and sanitized. This can consist of a domestic dishwasher where bleach is added in the final rinse or the use of three (3) sinks or tubs.
24. A sanitizer shall be provided for ware-washing and wiping cloths. Approved sanitizers are: Chlorine (50-100 ppm), iodine (12.5 ppm), or quaternary ammonium (200 ppm). An appropriate test kit shall be provided to check the concentration of the sanitizer used.
25. The facility must have an adequate supply of hot and cold water under pressure from an approved source.
26. If the facility is not served by a public water system, the water must be tested annually for nitrates and coliform bacteria. Records of the water tests must be maintained at the site and available to the regulatory authority upon request.
27. Labeling requirements for finished product:
 - a. Name and address of the person or business preparing the food,
 - b. The common name of the food,
 - c. A list of all ingredients in the food, beginning with the ingredient that is in the largest amount and continuing in descending order,
 - d. The quantity of the contents in terms of weight, measure, or numerical count.
28. The operator will provide to the regulatory, upon request, verification of the gross sales for the operation. If the establishment exceeds gross sales of \$35,000 per year, it will be required that the operation obtain a Food Processor License.