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## **Bake Sale Guidelines for Non-Profit Sponsored Organizations**

Under Massachusetts General Law, non-profit organizations, such as PTO Groups, Church Fairs etc. are excluded from obtaining a food permit when selling / serving Baked Goods that do not require temperature control. These items are called Non-TCS Foods (Time/Temperature Control for Safety).

- ✓ **Sell / serve only Non-TCS baked goods that don't require refrigeration such as brownies and cookies. Avoid items that contain cream, custard etc.**
- ✓ **Ingredient lists shall be on site and available. Known allergens shall be clearly identified. Major food allergens are defined as: milk, eggs, fish, Crustacean shellfish, tree nuts, peanuts, wheat, and soybeans. If the ingredients are not known, PLEASE DO NOT GUESS!**
- ✓ **Bare hand contact shall not be used to handle unwrapped baked goods. Wrapping the food products individually is HIGHLY advised.**
- ✓ **Ask volunteers & servers who are making and serving food products if they are ill and /or experiencing symptoms such as vomiting, diarrhea, fever etc. Avoid allowing ill individuals to handle and serve food and drinks.**
- ✓ **Baked goods shall be covered to protect against customer contamination. Since contaminated products would be required to be disposed of, individually wrapping the products is HIGHLY advised.**
- ✓ **Practice proper hygiene: Long hair shall be in a restraint such as a ponytail, remove wrist jewelry including watches, avoid touching face, eating while serving food, and chewing gum.**
- ✓ **If serving coffee, nondairy creamers are advised.**
- ✓ **Use single-use (disposable) items such as paper cups, coffee stirrers, etc. To protect these items from contamination, store them upside down, covered, in protective wrap etc.**
- ✓ **Avoid storing food items and utensils on the ground / floor.**