



Public Health
Prevent. Promote. Protect.

**Woodford County
Health Department**

1831 S. Main Street
Eureka, Illinois 61530
Phone: 309/467-3064
Fax: 309/467-5104
www.woodfordhealth.org

APPLICATION FOR COTTAGE FOOD OPERATION REGISTRATION - 2021

(Reference: 410 ILCS 625 Food Handling Regulation Enforcement Act)

Name of Business _____
Owner(s)/Operator(s) _____
Home address _____ City _____
Home phone () _____ Cell phone () _____
Mailing address (if different from above) _____
e-mail address _____

Name of Farmers Market _____
Market address _____ City _____
Days and hours of operation _____

Name of Farmers Market _____
Market address _____ City _____
Days and hours of operation _____

ATTACH ADDITIONAL SHEETS IF ADDITIONAL FARMERS MARKETS

Certified Food Protection Manager Certification

ANSI certification number

Name _____ # _____ Exp. _____

Name _____ # _____ Exp. _____

Name _____ # _____ Exp. _____

PRODUCTS: (please list all pre-packaged food and drink items you will be making and selling)

Dry herb, dry herb blend, or dry tea blend (intended for end-use only):

Home-canned: Fruit Jams/ Fruit Jellies/ Fruit Preserves/ Fruit Butters/ Syrup:

Home-canned: Acidified Fruits or Vegetables (tomato or tomato products -- see 410 ILCS 625/4 paragraph (1.6) for additional requirements; pickles or pickled products; chilled coleslaw; fermented products (no kombucha))

Breads/ Cookies/ Cakes/ Pastries: For baked goods containing cheese -- see 410 ILCS 625/4 paragraph (1.8) for additional requirements

Other pre-packaged food and drink items in sealed containers:

410 ILCS 625/4 paragraph (1.5): A cottage food operation, unless properly licensed, certified, and compliant with all requirements to sell a listed food item under the laws and regulations pertinent to that food item, shall NOT sell or offer to sell the following food items or processed foods containing the following food items, except as indicated:

- (A) meat, poultry, fish, seafood, or shellfish;
- (B) dairy, except as an ingredient in a non-potentially hazardous baked good or candy, such as caramel, subject to paragraph (1.8) of 410 ILCS 625/4;
- (C) eggs, except as an ingredient in a non-potentially hazardous baked good or in dry noodles;
- (D) pumpkin pies, sweet potato pies, cheesecakes, custard pies, crème pies, pastries with potentially hazardous fillings or toppings;
- (E) garlic in oil or oil infused with garlic, except if the garlic oil is acidified;
- (F) canned foods, except for the following, which may be canned only in Mason-style jars with new lids:
 - (i) fruit jams, fruit jellies, fruit preserves, or fruit butters
 - (ii) syrups;
 - (iii) whole or cut fruit canned in syrup;
 - (iv) acidified fruit or vegetables prepared and offer for sale in compliance with paragraph (1.6) of 410 ILCS 625/4;
 - (v) condiments such as prepared mustard, horseradish, or ketchup that do not contain ingredients prohibited under this Section of 410 ILCS 625/4 and that are prepared and offered for sale in compliance with paragraph (1.6) of 410 ILCS 625/4
- (G) sprouts;
- (H) cut leafy greens, except for leafy greens that are dehydrated, acidified, or blanched or 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; or
- (N) kombucha.

410 ILCS 625/4 paragraph (1.6): In order to sell canned tomatoes or a canned product containing tomatoes, a cottage food operator shall either:

- (A) follow exactly a recipe that has been tested by the United States Department of Agriculture or by a state cooperative extension located in this State or any other state in the United States; or
- (B) submit the recipe, at the cottage food operator's expense, to a commercial laboratory to test that the product has been adequately acidified; use only the varietal or proportionate varietals of tomato included in the tested recipe for all subsequent batches of such recipe; and provide documentation of the test results of the recipe submitted under this subparagraph to an inspector upon request during any inspection authorized by paragraph (2) of subsection (d) of 410 ILCS 625/4.

The cottage food operation must submit a canned food that is subject to paragraph (1.6) above, at the cottage food operator's expense, to a commercial laboratory to verify that the product has a final equilibrium pH of 4.6 or below per 410 ILCS 625/4 paragraph (1.7). Documentation must accompany the cottage food operation application form and be made available for inspection upon request.

410 ILCS 625/4 paragraph (1.8): The cottage food operation must submit a recipe for any baked good containing cheese, at the cottage food operator's expense, to a commercial laboratory to verify that it is non-potentially hazardous before the cottage food operation can sell the baked good as a cottage food. Documentation must accompany the cottage food operation application form and be made available for inspection upon request.

PRODUCT LABELING – conforms to IL Food, Drug and Cosmetic Act

- The name and address of the cottage food operation
- The common or usual name of the food product
- All ingredients including colors, artificial flavors, preservatives, listed in descending order by predominance of weight
- Statement **“This product was produced in a home kitchen not subject to public health inspection that may also process common food allergens.”**
- The date the product was processed
- Allergen labeling as specified in federal labeling requirements

POINT OF SALE – PLACARD

- At the point of sale a placard is displayed in a prominent location that states the following: **“This product was produced in a home kitchen not subject to public health inspection that may also process common food allergens.”**

WATER SUPPLY

If a cottage food operation prepares and sells drinks, and the cottage food operation uses a water well for its water source, the cottage food operation must submit a water sample to a state-approved laboratory to ensure a potable/safe water supply. The water sample must be analyzed for total coliform bacteria and E. coli bacteria (microbiology). The water supply must be sampled and analyzed prior to the first date of operation of the farmers market and at least once a year. Documentation of the satisfactory water sample analysis must accompany the cottage food operation application form and be made available for inspection upon request.

A cottage food operation may produce pre-packaged homemade food and drink for sale at FARMERS MARKETS ONLY. Cottage foods that have a locally grown agricultural product as the main ingredient may be sold on the farm where the agricultural product is grown or delivered directly to the consumer (no shipping). COTTAGE FOOD OPERATION PRODUCTS CANNOT BE SOLD TO RETAIL STORES, RESTAURANTS, OVER THE INTERNET, BY MAIL ORDER, OR TO WHOLESALERS, BROKERS, OR OTHER FOOD DISTRIBUTORS WHO RESELL FOOD.

PLEASE NOTE: If the State Health Department or Woodford County Health Department receives a consumer complaint or has reason to believe that an imminent health hazard exists or a cottage food operation’s product has found to be misbranded, adulterated, or not in compliance, then **the State Health Department or Woodford County Health Department may invoke cessation of sales** until it deems that the situation has been addressed to the satisfaction of the State Health Department.

OWNER'S STATEMENTS

By signature below, the applicant affirms that all information provided on this application, or attached hereto, is true and accurate to the best of his/her/their knowledge, and that all principal owner(s)/operator(s) shall comply with all applicable rules, regulations, ordinances, codes, acts, and laws set forth governing or pertaining to the cottage food operation and agree to grant access to the local health department to conduct an inspection of my cottage food operation's primary domestic residence where the food and/or drink is prepared in the event of a consumer complaint or foodborne illness outbreak.

Signature of Owner/Operator: _____

Date: _____

Signature of Owner/Operator: _____

Date: _____

Send the completed form to:

Woodford County Health Department
1831 S. Main Street
Eureka, IL 61530-1707
(309) 467-5104 – fax
wchd@woodford-county.org

OFFICE USE ONLY:

Received by: _____ Date: _____

Approved by: _____ Date: _____

EXPIRATION DATE: 01/01/2022