



Monongalia County Health Department

Public Health Environmental Health Services
453 Van Voorhis Road Morgantown, WV 26505
Phone (304) 598-5131 Fax (304) 598-5122



BAKE SALE REQUIREMENTS

1. Sponsor of bake sale is required to register with the local Health Department for each event. Completed registration form must be returned to the address above, faxed to 304-598-5122, or emailed to Jon.W.Welch@wv.gov.
2. The menu (food sold at this type of sale) must be limited to cakes, cookies, fruit pies, candies, plain pepperoni rolls, yeast, nut, or fruit breads, muffins, or rolls. These are foods that do not normally support the rapid growth of microorganisms. The sale of potentially hazardous food (PHF) is prohibited. Potentially Hazardous Foods include pepperoni rolls with cheese, sauce, or other toppings, cream, custard, or meringue pies, and cream filled products. Additional non-Potentially Hazardous foods may be allowed with the approval of the local Health Department Sanitarian.
3. Foods are to be pre-wrapped in the portions that will be offered for sale to the public. Portions should be wrapped in see-through wrap or baggies. Slicing, wrapping, or exposing foods at the sale or distribution site is prohibited.
4. In order to lessen the risk of a foodborne illness or transmittable disease, menu items should be prepared and wrapped by individuals that have attended our Food Worker's Training Course.
5. A clearly visible placard is required at the sales or service location stating that the food is prepared in a kitchen that is not subject to regulation and inspection by the Monongalia County Health Department or any other regulatory authority.

BAKE SALE REGISTRATION FORM

Organization:		Phone:	
Representative:		Title:	
Address:			

Event Date(s):		Event Time:	
Event Location:			

I certify that I have received a copy of the above requirements for conducting a bake sale and that my organization will comply with said requirements.

Applicant Signature _____

Date _____

Health Department Use Only

The above organization has registered to conduct a bake sale in accordance with the bake sale requirements.

_____ Date

_____ MCHD Representative



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Place this placard at each location where your bake sale is being conducted.

**These bake sale products
were prepared in a
private kitchen that is not
regulated and inspected
by the Monongalia
County Health
Department.**