

Health Department Application

Application for Cottage Food Operations Registration

Section 1: General info:

<p>Personal Contact Information:</p> <p>Owner/Operator Name: _____</p> <p>Home Address: _____</p> <p>Home City: _____</p> <p>State: _____ Zip: _____</p> <p>County: _____</p> <p>Home Phone: _____</p> <p>Personal Email: _____</p>	<p>Business Contact Information:</p> <p>Name of Cottage Food Operation: _____</p> <p>Cottage Food Operation Address: _____</p> <p>City: _____</p> <p>State: _____ Zip: _____</p> <p>County: _____</p> <p>Business Phone: _____</p> <p>Business Email: _____</p> <p>Business Website: _____</p>
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Please provide the Food Service Protection Manager Certificate ID number and expiration date for all persons preparing food:

ID Number _____ Exp. Date: _____ ID Number _____ Exp. Date: _____
 ID Number _____ Exp. Date: _____ ID Number _____ Exp. Date: _____

Have you previously registered as a Cottage Food Operation? Yes No

If yes, Cottage Food Registration number _____

If yes, has anything changed? Yes No

Are you on a private well? Yes No If no, what is your water District name: _____

Section 2: Product Categories & Menu

A cottage food operation may produce a wide variety of food and drink in their home kitchen. For more details on allowable and unallowable foods and drink, please refer to the most recent IDPH Cottage Food Guide.

Please check off all products you intend to produce.

Low-risk shelf stable products:

Fresh Cut Fruit & Vegetables (zucchini noodles, pasta salads with veg, fruit bowls, etc.): See pg. 20 of the IDPH Cottage Food Guide

Canned Tomato Products: See pg 15 of the IDPH Cottage Food Guide. A food safety plan and lab test may be required.

Vegan soups, Vegan Meals, or other Heat-Treated Produce: See pg. 17 of the IDPH Cottage Food Guide

Fresh-Pressed Juices or Bottled Drinks: See pg 20 of the IDPH Cottage Food Guide

Other: _____

Please provide a list/menu of all the products you intend to offer throughout the year. See page 30 in the Cottage Food Guide for sample list/menu.

Note: If you are using foraged ingredients, seasonal ingredients, seasonal products, or producing an extensive variety of products, which may make it difficult to list all of your products in advance, contact your health department to discuss your menu and work through any food safety concerns.

Note: If you add a new product to your menu that has not been listed above or discussed with your health department, contact your health department. You will NOT need to go through the registration process again, you just need approval for the new product. For example, if you are making cookies and decide to add pickles to your line-up, contact your health department.

Section 3: Sales Avenues

Food and drink produced by a cottage food operation shall be sold directly to consumers for their own consumption and not for resale. Sales to retail stores such as restaurants, grocery stores, or bakeries are prohibited. Sales to third party distributors for resale are prohibited. Sales to third party distributors that deliver products on your behalf are prohibited. All sales of cottage foods are limited to within the state of Illinois. A cottage food operation may sell products outside of the municipality or county where the cottage food operation is located. A copy of your certificate of registration must be available upon request by the Department and any local health department.

Please indicate how you will sell your products. Check all that apply.

Employees are allowed under cottage food law. All persons that prepare or package food must have their Certified Food Protection Manager (CFPM) Certificate. The CFPM is not required for employees that handle sales, marketing, admin. or other facets of the business.

Please list the persons that prepare or package food:

Name: _____ CFPM number: _____ Exp. Date: _____

Name: _____ CFPM number: _____ Exp. Date: _____

Name: _____ CFPM number: _____ Exp. Date: _____

Section 7: Checklist of Required Information

For office use only

\$____ Registration Fee: