

Request for a labeling exemption:

Cottage food operators may request an exemption from product packaging for foods that are not easily packaged (i.e. wedding cakes), for foods that are more suited to bulk containers or display cases (i.e donuts or scones), or for other reasons. If the exemption is granted, the cottage food producer must include all labeling requirements on a receipt or similar document that is delivered to that consumer with the product, and the cottage food warning sign must still be present at point of sale. The local health department has the authority to accept or deny the exemption request.

Request for product packaging exemption

Please list the products for which you are requesting an exemption and provide a rationale:

Section 6: Employees

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

Copies of all valid Food Service Protection Manager Certificates

If on a private water supply, annual water testing for E. coli/Coliform bacteria required, provide a copy of the water test results to the DeKalb County Health Department.

A product label for **each product category selected in Section 2**, demonstrating that you are complying correctly with labeling regulations

Laboratory testing for other products that may otherwise require time/temperature control for safety.

If producing acidified or fermented foods (pickles, kraut, kimchi, etc.), one of the following:

A. A completed food safety plan and representative pH Test for each product with a different food safety process

Example: Delia makes pickled cucumbers, pickled beets, kimchi, and hot sauces. Each of these four products requires a different process to make. She will need to submit a food safety plan and pH test for all four products.

Example: Janae makes a pickled cucumber recipe that has five different variations (one with dill, one with jalapenos, one with more sugar, one with stevia, and one with ginger). Although the recipes vary slightly, the pickling process is the same for all five recipes. Janae must submit just one food safety plan and a pH test for at least one pickle recipe as evidence that her process is safe. A pH test and food safety plan is not required for all five recipe variations.

B. An approved recipe from the USDA National Center for Home Food Preservation or the cooperative extension office of any state.

If producing canned tomatoes or canned tomato products (i.e. salsa, pasta sauce, etc), one of the following:

A. pH test for each canned tomato recipe

B. An approved canning recipe from the USDA National Center for Home Food Preservation or the cooperative extension office of any state.

\$25.00 Registration Fee in cash, check, or credit card

Section 8: Owner Statement

The information provided in this application accurately represents my operation; and I understand that I must grant the local health official access to my residence for the purpose of inspection in the event of an illness outbreak, upon notice from a different local health department, or if the Department or a local health department has reason to believe that an imminent health hazard exists or that a cottage food operation's product has been found to be misbranded, adulterated, or not in compliance with the conditions for cottage food operations set forth in this application.

I understand that if an inspection is warranted, I may be charged a fee by the health department of \$100.00

Signature _____ Date _____

For office use only

Registration Fee: \$ _____ Cash Check # _____ Credit Card # _____

Registration Number _____

Remarks / Notes: _____

Accepted Denied By: _____ Date: _____