Placer County
Health and Human Services Department

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Perspective, Hope, and Opportunity

DO YOU QUALIFY AS A COTTAGE FOOD OPERATION?

Do you reside in the home that is to be used for the cottage food operation?

- **YES** → Are your cottage food products on the State approved list? (*refer to page 2 of the FAQ*)
- **NO** → You **do not qualify** as a cottage food operation (CFO)

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- **NO** → You **do not qualify** as a cottage food operation (CFO)
- **YES** → Do you have 1 or fewer full time equivalent employees, excluding immediate family or household members?

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- **NO** → You **do not qualify** as a cottage food operation (CFO)
- **YES** → Will your **gross** annual sales be? $35,000 or less in 2013; $45,000 or less in 2014; $50,000 or less in 2015 and beyond

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- **NO** → You **do not qualify** as a cottage food operation (CFO)
- **YES** → You may qualify as a Cottage Food Operation. Continue to the application requirements.

Community Development and Resource Agency Building, 3091 County Center Drive, Suite 180, Auburn, CA 95603 ..I 530.745-2300 • www.placer.ca.gov • fax 530.745-2370
Tahoe Administration Building, 775 North Lake Blvd, Suite 203, P.O. Box 1909, Tahoe City, CA 96145-1909 530.581.6240 • fax 530.581.6242

REGISTRATION AND PERMIT REQUIREMENTS

Have you completed the required permitting through the Planning Department and Business License?

YES

Complete and submit: **CFO permit or** registration application, attach Self-**Certification Form, Product and Sample Labels, Food Handlers Card, Kitchen Lay-out, and Bacteria, nitrate and nitrite test results (if you are on a drilled well)**

Will all your cottage food products be sold ***only*** using **direct sales**?

YES

Do you plan off-site or door to door direct sales, or temporary food facility sales at community events or farmers market?

YES

Additional permits are required: door to door and off-site sales require a **Solicitor's Permit** issued by the County Tax Collector or City's Admin Services. Temporary Food Facilities **(TFF)** require an additional permit from EH

NO

Your Class A registration is complete

NO

Indirect sales will require an annual inspection from EH

additional permit may be required.

Are the retail food facilities or shops for your indirect sales properly permitted by EH?

NO

Cottage food products may only be sold indirectly at permitted retail facilities

YES

Your Class B permit is complete

If you have not taken the Food Handlers Class, complete it *within 3 months* of becoming registered or permitted.

NO

Contact PC Planning Dept Auburn @ 745-3000, Tahoe @ 581-6280, PC Business License @ 889-4120 or your Local Planning and Business License Department