



Municipality of Anchorage
Department of Health and Human Services
825 L Street
P.O. Box 19650
Anchorage, Alaska 99519-6650
<https://www.muni.org/food>



COTTAGE FOOD LICENSE

What are Cottage Foods?

Cottage foods are non-potentially hazardous food products made in a home kitchen for direct sales to the consumer that do not require time/temperature control for safety (TCS). Cottage food products include baked goods, pickled or fermented vegetables, relishes, sauces, candies, dried herbs and seasonings, vinegars, etc.

Within the Municipality of Anchorage (MOA), an annual cottage food license (\$25) is required annually. Examples of products that are not cottage foods and thus must be made in a commercial kitchen include fresh or dried meats, dairy products, fresh vegetable juices and non-acidic canned foods (reference the attached Permitted Cottage Foods List for details). Selling cottage food products to restaurants, wholesalers, on the internet, phone or via the mail is not permitted. Annual vendor sales cannot exceed \$25,000.

Licensing Requirements

If selling in the MOA, vendors must be licensed annually. Cottage food facilities may only produce those specific food products listed on their license. To apply for a license, vendors need to:

- Provide proof of the applicant's food worker card issued by the Municipality or other food worker card program approved by the Municipality. Visit <https://www.muni.org/foodcard> to obtain a food worker card.
- Provide a written list of ingredients and the process for preparing each product.
- Provide a copy of pH test results for products that are pickled or dried (reference the attached Permitted Cottage Food List to determine which products may require pH and/or water activity testing). Label the licensed product with name, physical address, and telephone number of the individual who prepared the food or with the Alaska business license number;
- Display conspicuously to consumers on a card, placard, a sign posted at the point of sale or on the label of each food product that is packaged the following statement: "THESE PRODUCTS ARE NOT SUBJECT TO STATE OR MUNICIPAL INSPECTION." (Available on the website.)
- Assure that all people involved in the preparation and packaging of cottage food products:
 - Are not working in the home kitchen when ill;
 - Wash their hands before any food preparation and food packaging activities;
 - Avoid bare hand contact with ready-to-eat foods through the use of single-service gloves, bakery papers, tongs, or other utensils;
 - Do not allow children or pets in the home kitchen during the preparation of the cottage food products.

- In the event there is a violation, consumer complaint or foodborne illness outbreak the municipality may inspect the cottage food operation at any reasonable time, for the purpose of inspection including the collection of food samples for laboratory analysis.

Safe product sampling guidelines

Single use items such as disposable single use utensils, toothpicks, etc. shall be provided for sampling of product. Sample preparation should have no bare hand contact with products. Hands must be properly washed and dried prior to preparation and all samples should be prepared using tongs, single use gloves, single use papers, or other sanitary methods to maintain food safety. Have a temporary hand wash station available and, enough utensils to allow for switching of utensils every four hours or as often as needed if they become soiled. Alternatively, vendors may have a three basin setup available with wash, rinse and sanitize steps to properly clean reusable utensils throughout the day. An approved sanitizer should be present for use in sanitizing utensils. If chlorine is used for sanitizing utensils, a 50ppm solution is required or 200ppm solution for quat solutions.

Cottage Food License Checklist for Vendors

Always required:

- _____ DHHS Health Permit for Cottage Food License
- _____ List of Food Products with ingredients and how the food is processed, prepared and packaged
- _____ Copy of Municipality of Anchorage Food Worker Card (go to <https://www.muni.org/foodcard>)
- _____ License Fee (\$25)

May be required:

- _____ PH and/or Water Activity for products that are pickled or dried
(Reference Permitted Cottage Food List for products that require this testing)



COTTAGE FOODS

EXEMPT FROM LICENSING

Currently exempt in MOA Food Code

- Dry herbs and dry herb mixtures
- Dried tea
- Vinegars (including flavored vinegars)

LICENSED COTTAGE FOOD EXAMPLES

Non-potentially hazardous foods

Baked Goods

- Breads (or similar baked goods)³
- Cakes (including celebration cakes)³
- Sweet breads and muffins that contain fruits or vegetables (e.g. pumpkin or zucchini bread)³
- Cooked fruit pies³
- Cookies³
- Baked goods that contain alcohol (e.g. rum cake)
- Crackers³

Bottled/Jarred Items

- Mustards²
- Extracts – including vanilla and lemon extract³
- Pickles²
- BBQ Sauces²
- Salsas²
- Relishes²
- Ketchup²
- Bottled carbonated beverages³
- Juices (berry and rhubarb)
- Jams and jellies in glass jars that can be stored at room temperature

Candies/Confections

- Fudge³
- Truffles³
- Brittles³
- Chocolate covered pretzels, marshmallows, graham crackers, or fruit³

Fermented Products

- Kombucha^{2 or 3}
- Fermented fruit and vegetable products (e.g. sauerkraut and kimchee)²

Other Cottage Food Products

- Baked product mixes (e.g. pancake, cake, or cookie mix)³
- Dried soup or dip mixes³
- Dehydrated vegetables or fruit³
- Popcorn, popcorn balls³
- Dried pasta made with eggs¹
- Nuts: coated or uncoated³
- Roasted coffee
- Waffle cones³
- Tortillas³
- Flat Breads (including elephant ears)³
- Fruit Leathers³

NOT LICENSED AS A COTTAGE FOOD EXAMPLES

Potentially hazardous foods that require time and/or temperature control for safety are not allowed to be produced as a cottage food and must be made in a commercial kitchen.

- Meat and meat products including fresh and dried meats (jerky)
- Fish and fish products (e.g. smoke salmon, canned salmon, etc.)
- Raw seed sprouts
- Garlic in oil mixtures
- Baked products that require refrigeration (e.g. cheesecake, custards, lemon meringue)
- Cheeses
- Dairy products (including ice cream)
- Non-acidic canned foods (i.e. canned vegetables that are not pickled or fermented)
- Pesto
- Fresh vegetable juices
- Food products made with cooked vegetable products that are not acidified
- Bottled water

The superscript refers to the type of product testing that must be done to demonstrate that the product is not potentially hazardous.

1. Water activity test must be done on the product and submitted with the permit application.

2. PH test must be conducted on the product and submitted with the permit application

3. Ingredients and description of process must be submitted with the permit application.

Updated 5/1/18