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COTTAGE FOOD OPERATION REGISTRATION APPLICATION

In order to operate a cottage food operation, Nevada Revised Statutes (NRS) [Chapter 446.866](#) requires that the cottage food operation register with the health authority. Registration is not complete until an approval letter has been received by the applicant.

For more information regarding cottage foods visit www.snhd.info/cottagefood.

COTTAGE FOOD BUSINESS INFORMATION					
Cottage Food Operator Name:					
Business Name (DBA):					
Address (with city, state, ZIP):					
Email Address:				Phone Number:	
Business License Jurisdiction: <input type="checkbox"/> Las Vegas <input type="checkbox"/> Clark County <input type="checkbox"/> North Las Vegas <input type="checkbox"/> Henderson <input type="checkbox"/> OTHER (list)					
COTTAGE FOOD OPERATION					
What category of food do you intend to sell? (Check all that apply)			List all types of foods you intend to sell. Attach an additional sheet if necessary.		
<input type="checkbox"/> Baked Goods (shelf-stable only)					
<input type="checkbox"/> Candy					
<input type="checkbox"/> Jam/Jelly/Preserves					
<input type="checkbox"/> Vinegar/Flavored Vinegar					
<input type="checkbox"/> Nuts/Nut Mixes					
<input type="checkbox"/> Popcorn/Popcorn Balls					
<input type="checkbox"/> Dry Herbs/Seasoning Mix					
<input type="checkbox"/> Dried Fruit					
<input type="checkbox"/> Cereal/Trail Mix/Granola					
What type of packaging will be used?					
Where will products be sold?					
How will you produce compliant labels?			<input type="checkbox"/> on own <input type="checkbox"/> submit labels for review		
I acknowledge that I have answered all questions honestly, accurately, and completely and that I am registering as a Cottage Food Operation which is exempt from the requirement for a health permit pursuant to NRS 446. I will comply with NRS 446.866 and be solely and fully responsible for the safety of the food sold from this Cottage Food Operation.					
Owner/Applicant Name:				Title:	
Owner/Applicant Signature:				Date:	
OFFICE USE ONLY		<input type="checkbox"/> APPLICATION APPROVED		<input type="checkbox"/> APPLICATION NOT APPROVED	
DATE RECD		OW		IN	

Cottage Food Operations Guidance

GENERAL GUIDANCE

Cottage food operators are responsible for following all requirements in NRS 446.866. Some of the items, in plain language, are:

- A cottage food operation means a “natural person” (individual person) who prepares food items in the kitchen of their private home. Partners and employees are not permitted.
- The food will be sold directly to the consumer from your home or from a licensed farmers’ market, licensed flea market or swap meet, church bazaar, garage sale or craft fair, provided it is done in person.
- No food items will be sold via the Internet or over the phone (this does not preclude taking phone or internet orders which involve a face-to-face sale at delivery or pick-up).
- The food will be sold to a person for his or her consumption and not for resale:
 - This prohibits any kind of wholesale manufacturing or secondary sale of cottage food products; for example, selling cookies to a market or grocery store for retail sale is prohibited.
- The food to be sold is affixed with a label which complies with the federal labeling requirements and also clearly labeled with “MADE IN A COTTAGE FOOD OPERATION THAT IS NOT SUBJECT TO GOVERNMENT FOOD SAFETY INSPECTION.”
- The food to be sold is prepackaged in a manner that protects the food item from contamination during transport, display, sale, and acquisition by consumers. Open foods are not allowed at the point of sale.
 - Samples may be pre-portioned in closed food grade containers at the cottage food operation kitchen.
- Gross sales (amount received from customers) are limited to more than \$35,000 per calendar year.
- If a complaint regarding illness, injury, or adulterated food is received, an investigation will be conducted, and a determination made as to the validity of the complaint. If found to be valid, the cottage food operator is financially liable for any fees and/or costs incurred by the health authority.

APPROVED COTTAGE FOOD ITEMS

Cottage food items exclusively limited to Nuts and nut mixes; Candies; Jams, jellies and preserves; Vinegar and flavored vinegar; Dry herbs and seasoning mixes; Dried fruits; Cereals, trail mixes and granola; Popcorn and popcorn balls; or Baked goods that are not potentially hazardous foods, Baked goods that do not contain cream, uncooked egg, custard, meringue or cream cheese frosting or garnishes; and Baked goods that do not require time or temperature controls for food safety. All food items must be packaged in the home prior to transport and sale and be labeled properly.

Candies do not include cream-based chocolates such as ganache and truffles.

Jams, jellies and preserves must be “standardized” recipes as described in [21 CFR 150—FRUIT BUTTERS, JELLIES, PRESERVES, AND RELATED PRODUCTS](#). Fruit butters and sugar-free or no sugar added jams or jellies are not allowed.

Flavored vinegar must be strained or filtered prior to bottling and may not contain any flavoring components including but not limited to herbs, pieces of fruits or vegetables, and fruit rinds.

Herbs are limited to those commonly used to flavor food. Medicinal herbs are not allowed.

Dried fruits must be made from low acid fruits. Fruits that require time or temperature controls for food safety when cut are not allowed. Low acid fruits may be freeze dried.

Baked goods cannot contain cream-based frostings, cream-based ganache, cream cheese filling, cream cheese frosting, buttercream that contains egg (such as Swiss, Italian, French), Chantilly style frostings, custards (such as lemon bars, pumpkin filling/pie, pecan filling/pie, sweet potato filling/pie), fresh fruit toppings/garnishes.

Additions to baked goods (inside or on top) must result in a non-potentially hazardous food. Animal products are not allowed. Hard cheeses must be grated and used sparingly. Soft cheeses are not allowed. Fruits and vegetables must be cut very small or grated.

Baked goods must be cooked with dry heat such as baked in an oven or cooked on a hot skillet. Cooking by frying and steaming is not allowed.

LABELING GUIDANCE AND COMMON ERRORS

Common Labeling Mistakes

This list is not all-inclusive but covers some of the most common labeling issues. It is the responsibility of the cottage food operator to ensure labels meet the federal requirements and are accurate. As of July 1, 2023 label review for cottage food is voluntary. The FDA [Food labeling Guide](#) summarizes requirements. You may also choose to use [SNHD label review](#), a fee for service, for further assistance.

- The font is unreadable by either size or design:
 - For the critical information required by law, use easily readable, common typefaces versus elaborately designed fonts. Examples of good font choices are Arial, Calibri, Times New Roman, and Cambria.
 - Letters must be at least 1/16-inch in height based on the lower case “o”. For many (but not all) fonts, this is an 8-point font or larger. Check with a common household ruler.
 - NOTE: The Net Quantity (Net Weight or Net Contents) statement must be 1/8-inch tall at the lowercase letter “o”.
 - Avoid using ALL CAPS for large bodies of text, like the ingredient listings. ALL CAPS are good for titles and distinct snippets of information but reduce readability of bodies of text.
- The allergen “Contains” statement does not directly follow the ingredient list.
 - If a product does not specifically contain an allergen, then do not use the Contains statement. An optional and voluntary Facility allergens warning may be used if the facility or equipment used in the production of a food also produces a food that contains one of the “Big 9” allergens. It would look something like this: “This product is made in a facility that also processes peanuts, tree nuts, and crustacean shellfish”
 - Sometimes allergens are hidden within the ingredients of ingredients, which is why it is important to ensure nothing is left off the label. For more information, visit the website ABOUT FOOD ALLERGIES at <http://www.foodallergy.org/allergens>.
- The listing of ingredients is not in descending order by weight and/or does not list all of the “ingredients of ingredients” properly: Ensure that all ingredients are listed in the ingredient list. For example, **cake pops with peanut sprinkles** should have peanuts listed as an ingredient. Listing all ingredients is CRITICAL because there are hidden allergens that may have not been detected without the full listing of ingredients within ingredients.
 - Ensure that all ingredients are listed in descending order by weight or volume. If you have a product that has distinct components such as a cake with frosting, the cake ingredients and the frosting ingredients can be listed separately to avoid confusion. In addition, include ingredients (in parentheses) of any ingredient which itself contains two or more ingredients. For example, if butter was an ingredient it may read the following: “butter (pasteurized cream derived from milk, salt)”.

The following common ingredients may require “ingredients of ingredient” lists. Note this list is not all inclusive, so you must check your ingredients’ packaging to verify the information on your label is correct.

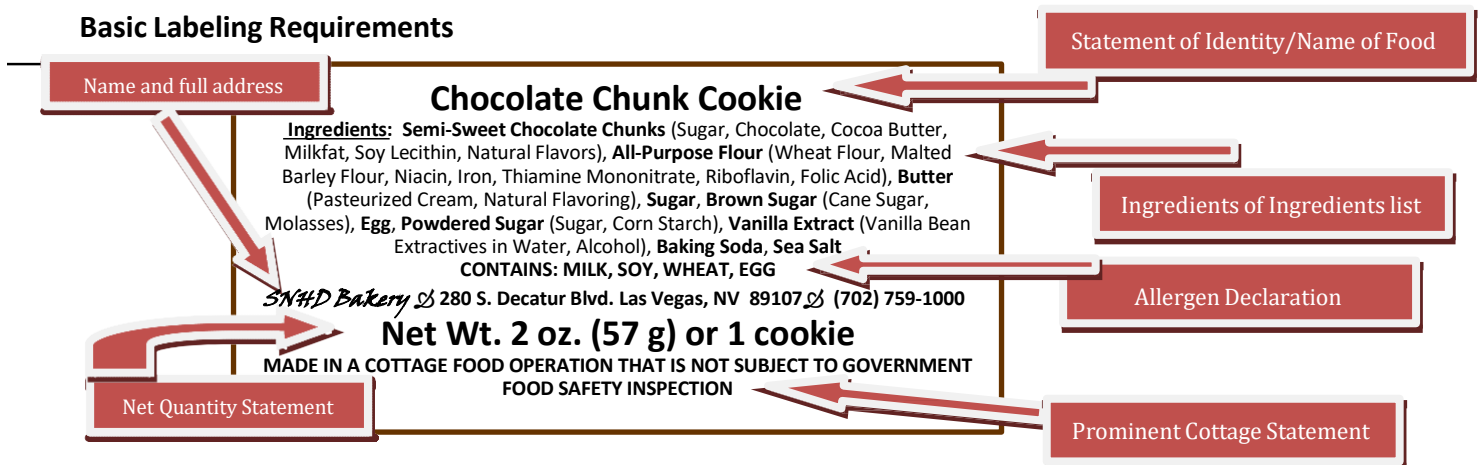
INGREDIENTS THAT MAY CONTAIN TWO OR MORE INGREDIENTS- “INGREDIENTS OF INGREDIENTS”					
Basic Baking	Extracts	Milk Products	Fruit Jams, Jellies & Nut Butter	Candies	Prepared foods
<ul style="list-style-type: none">• Brown sugar• Wheat Flour• Cake flour• Confectioner’s sugar• Powdered sugar• Corn syrup• Margarine• Shortening• Vegetable oil	<ul style="list-style-type: none">• Vanilla extract• Artificial Vanilla Flavoring• Cinnamon Extract• Pure Almond Extract• Artificial Almond Extract• Banana Extract• Cream Cheese Flavored Bakery Emulsion	<ul style="list-style-type: none">• Butter• Buttermilk• Natural Cheese• Imitation Cream cheese• Evaporated Milk• Heavy cream• Powdered Milk• Sour cream• Sweetened condensed milk	<ul style="list-style-type: none">• Peanut Butter• Almond Butter• Cashew Butter• Applesauce• Coconut milk• Jams and Jellies• Hazelnut spread• Orange juice	<ul style="list-style-type: none">• Andes Candies• Caramel• Dark Chocolate• Dark/Mint Chocolate Chips• Lemon• Chocolate M&M’s• Milk Chocolates	<ul style="list-style-type: none">• Breads• Breadcrumbs• Graham crackers• Oreo® cookies• Pretzels• Cereals

Food Labeling Guide- Cottage Foods

The purpose of this labeling guide is to help Cottage Food operators develop labels, which conform with NRS 446.866 and the FDA Labeling Requirements adopted by reference (21 CFR 101).

This labeling guide does not apply to permitted Food Establishments.

Basic Labeling Requirements



All required labeling information shall be printed prominently and conspicuously in ENGLISH. Print size should be no smaller than 1/16 of an inch tall (approximately an 8-point font) based on the lower-case letter "o" and include:

1. STATEMENT OF IDENTITY

The common, usual name or descriptive identity of the packaged food prominently displayed on the Principal Display Panel (PDP).

2. NET QUANTITY OF CONTENTS

- Net Weight in ounces (oz), pounds (lb.), AND grams (g), or
- Net Contents in fluid ounces (fl oz), pints (pt.) AND milliliters (mL) or liters (L) or number of pieces.
 - To use pieces count, the food must be amenable to counting and visible through packaging.
- Must meet additional font size rules as found in the FDA Food Labeling Guide (pages 14-15)

FDA FOOD LABELING GUIDE LINK: <https://www.fda.gov/media/81606/download>

3. INGREDIENT STATEMENT

A list of ingredients in descending order of predominance by weight, including a declaration of artificial color (by name or FD&C name and number) or flavor and chemical preservatives.

4. ALLERGEN STATEMENT

An allergen statement for the following ingredients: milk, eggs, wheat, soy, peanuts, sesame, tree nuts (by species. Example: almond, pistachio), fish (by species. Example: salmon, cod, tuna), crustacean shellfish (by species. Example: shrimp, lobster, crab).

5. MANUFACTURER, PACKER OR DISTRIBUTOR

6. COTTAGE FOOD OPERATION DISCLAIMER

Include name and place of business – Full Street Address, City, State, and ZIP Code required.



KITCHEN SANITATION & FOOD SAFETY GUIDELINES

1. The preparation, packaging and handling of cottage foods should take place separately from other domestic activities, such as family meal preparation, dishwashing, clothes washing, kitchen cleaning or guest entertainment. No infants, small children or pets should be present in the kitchen during cottage food preparation.
 - Do not allow smoking during a cottage food operation.
 - Do not allow anyone with a contagious illness to work in the cottage food operation while ill.
 - Wash hands and exposed portions of arms before any food preparation or packaging.
 - Minimize bare hand by using utensils, single-use gloves, bakery papers or tongs, especially when preparing/packaging ready-to-eat foods.
2. Keep all kitchen equipment and utensils used to produce cottage food products clean and in a good condition.
 - Wash, rinse and sanitize all food contact surfaces, equipment, and utensils before each use.
 - Ensure water used during the preparation of cottage food products meets potable drinking water standards.
 - Keep all food preparation and food and equipment storage areas free of rodents and insects.
3. Keep all food that is manufactured, produced, prepared, packed, stored, transported, and kept for sale free from adulteration and spoilage.
 - Get ingredients from approved sources.
 - Protect food from dirt, vermin, unnecessary handling, droplet contamination, overhead leakage, or other environmental sources of contamination.
 - Prevent cross contamination of foods and ingredients with raw animal products and chemicals.
 - Prepackage all food to protect it from contamination during transport, display, sale, and purchase by consumers.

Please Visit the [Food Establishment Resource Library](#) for additional educational resources.