



**IDAHO COTTAGE FOOD/LOW RISK FOOD/FRATERNAL, BENEVOLENT  
OR NONPROFIT CHARITABLE ORGANIZATION ASSESSMENT**

Business/Organization Name \_\_\_\_\_ Bus/Org Phone # \_\_\_\_\_

Bus/Org address or production location \_\_\_\_\_  
(PO Box/Street) (City) (State) (Zip)

Name of Owner \_\_\_\_\_ Contact Phone # \_\_\_\_\_

Owner's Mailing Address \_\_\_\_\_  
(PO Box/Street) (City) (State) (Zip)

Name of Operator/Manager \_\_\_\_\_ Email \_\_\_\_\_

Type of Business/Organization \_\_\_\_\_

Dates of Operation(s) \_\_\_\_\_

**PLEASE PROVIDE A COMPLETE LIST OF MENU ITEMS  
(Either below or on a separate page)**

\_\_\_\_\_

\_\_\_\_\_

Owner/Agent's Signature \_\_\_\_\_ Date \_\_\_\_\_

**NOTE TO OPERATOR:** Examples of cottage foods/low risk foods include, but are not limited to: baked goods that do not require refrigeration, fruit jams and jellies, fruit pies, breads, cakes that do not require refrigeration, pastries and cookies that do not require refrigeration, candies and confections, dried fruits, dry herbs, seasonings and mixtures, cereals, trail mixes and granola, nuts, vinegar, popcorn and popcorn balls, tinctures that do not make medicinal claims.

As an operator of a fraternal, benevolent, or non-profit charitable organization (FBN) you are exempt from licensure requirements if operating in accord with Title 39-1602, Idaho Code.

If you intend to sell or serve foods that require time/temperature control for safety (TCS), and/or you distribute the product to **any** third party (wholesale, consignment) you are a regulated food establishment and must meet all the requirements of [IDAHO FOOD CODE](#) (IFC) regulations. A TCS is any food that requires temperature control for food safety reasons. Refer to the Idaho food Code for a complete definition of TCS foods.

If you intend to package the finished product, please attach a sample label with this form. The Public Health District may ask for more detail such as allergen information, if applicable. Consult with your Public Health District for more information.

**HEALTH DISTRICT USE**

**Risk Assessment**

1. Low Risk/FBN
2. Medium Risk
3. High Risk

**Action**

1. Exempt from licensure requirements of IDAHO FOOD Code
2. Regulated under IDAHO FOOD CODE

Environmental Health Specialist \_\_\_\_\_ Date \_\_\_\_\_

Comments \_\_\_\_\_

If the above listed items are considered low risk at this time, the consumer is to be informed by a clearly visible placard at the sales or service location that the food is prepared in a kitchen that is not subject to regulation and inspection by the regulatory authority. Please follow safe food handling practices.