

# Community group cake stalls

## Before the event

### Site details

- Ask the event organisers or site owners:
  - whether water at the site is safe to drink
  - where and how your cakes, biscuits or slices will be stored.
- Make sure there is somewhere for food handlers to wash their hands, otherwise have suitable hand sanitisers available.

### Preparing food

- Make sure all volunteers know how to handle food safely (access the dofoodsafely program – *details below*).
- Ensure all cakes are packaged, or placed in clean containers with close fitting lids.
- Label cakes with the list of ingredients used to make them.

### Transport

- Ensure the cakes are packaged or covered and transported in clean containers.

### Record

- In case of any enquiries following the event, keep a record of who made the cakes, or where they were purchased.

## At the event

### Storage

- Store cakes and packaging supplies in safe and clean conditions.
- Do not use damaged packaging, and throw away any cakes in damaged packaging.

### Hygiene

- Keep hands clean.
- Use only clean, dry cutting boards, equipment and utensils.
- Use tongs or other utensils to serve cakes.

### Display

- Cover cakes to protect them from insects and dust.



### Allergies and intolerances

Make sure cakes containing ingredients that can cause reactions are identifiable. You should be able to provide accurate information about ingredients to customers at the event.

Foods that commonly cause reactions include:

- eggs and egg products
- gluten (especially wheat-based flours)
- milk and milk products
- peanuts and peanut products
- other nut and nut products
- sesame seeds and sesame seed products
- soy beans and soy bean products.

## Contacts

**More on food stalls** — Single approval to operate in Victoria [www.health.vic.gov.au/foodsafety/bus/mobile.htm](http://www.health.vic.gov.au/foodsafety/bus/mobile.htm)

### Department of Health

[www.health.vic.gov.au/foodsafety](http://www.health.vic.gov.au/foodsafety)

**email:** [foodsafety@health.vic.gov.au](mailto:foodsafety@health.vic.gov.au)

**phone:** 1300 364 352

**dofoodsafely** — is a free online learning program for food handlers <http://dofoodsafely.health.vic.gov.au>

## Notify council

As a community group raising funds for charity or a not for profit body, you must notify your principal council about your cake stall. It will advise you about your responsibilities under the *Food Act 1984* when you sell food from temporary food premises.

You must notify the council in whose district your organisation routinely **prepares or stores the food**. If you do not have such a place, or if the cakes are made at home by volunteers and donated to the group or purchased beforehand, contact the council in whose district the organisation usually **stores its equipment used at the stall**. If you do not have such a place, contact the council where your contact address is located.

Find councils at [www.dpcd.vic.gov.au/localgovernment/find-your-local-council](http://www.dpcd.vic.gov.au/localgovernment/find-your-local-council)

To receive this document in an accessible format phone Health Protection Branch on **1300 364 352**.

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