

Bake Sale Guidelines

1. Bake sales may be held at DMAACC by recognized student organizations for the purpose of raising funds to support organizational activities.
2. Bake sales are defined as and limited to events at which home or commercially prepared dried bakery-type items are sold.
3. An **Activity Approval Form** must be completed online and approved by Student Activities one week prior to the event. You will receive confirmation via email that your date is available.
4. Organization representatives must be present throughout the activity and are responsible for set up, clean up and removal of bake sale items, table, chairs and signage.
5. Organizations conducting bake sales must agree to hold the college harmless in the event any legal action is taken resulting from the bake sale. Furthermore, the organization must agree to abide by the following food preparation and labeling guidelines;
 - All food must be individually wrapped as to product identification and price
 - Food must be able to be kept safely at room temperature; items requiring heat or refrigeration to reduce spoilage are not allowed; for example items containing custard, creams, meringues or cheesecake products
 - Ingredients known to cause allergic reactions in some individuals, including the use of nuts, nut oils, dairy, gluten flour, or artificial sweeteners should clearly be marked on the products; it is particularly important to review ingredients when using “box mixes” where trace or “hidden” ingredients may be present
 - It is recommended that two organizational representatives be present throughout the bake sale, one to handle money and one to have contact with the food