

## **Starting a Food Business Checklist:**

### **Business planning and management**

Feasibility study

Business plan:

situation analysis

market analysis and plan

financing and management

### **Product evaluation**

Product placement in market: refrigerated, frozen or shelf stable

Recipe or formulation evaluation

Process evaluation

Packaging and labeling

Food safety plan: HACCP, GMP, GAP

### **Liability protection**

Product liability insurance

Business liability insurance

Employee disability

Life insurance

### **Facilities and equipment: private, contract packager or kitchen incubator**

Permitted facility

Local, state, federal building codes followed

Well maintained, working equipment

### **Permits and regulations**

Local, state, federal applications

Bioterrorism Act: registration, record keeping, prior notice

Food processing permit: operational plan, label approval

Tax identification number