



Delivering smiles to children one birthday cake at a time®

Baker Guidelines

In addition to this quick reference, be sure to download and carefully read the *Volunteer Expectations* PDF available from the Document Library of the Baker Resource Center (www.cake4kids.org/resource-center)

Basic Requirements

- Cake Size and Quantity: Minimum Requirements

Dessert Type	Minimum Size and Quantity
Cake* <i>must feed a minimum of 10-12 people</i>	8" or 9" round and at least 2 layers tall OR 9 x 13" and at least 2 layers tall <i>or</i> 2" high before frosting
Cupcakes, cookies, bars, brownies	2 dozen, unless otherwise specified

* Specialty shaped cakes are allowed but must provide an equal amount of cake

- Bake in your home kitchen
- Only provide baked goods that do not require refrigeration: no whipped cream, custard, ice cream, tres leches, cream cheese, etc.
- ALL treats should be packaged and delivered on a cake board and in a cake box with a Cake4Kids cake box sticker or Cake4Kids logo affixed to the top
 - For cupcakes only, you may use cupcake inserts in cake box or plastic cupcake clamshells instead
- * Review the [Packaging Guidelines](#) on the Baker Resource Center for more details

Allergy Restrictions

- We accept requests for youth with all types of dietary restrictions. For each request, review the Food Allergies listed and ensure you are equipped to bake for the restriction
- Carefully review listed allergy restrictions and follow the *Cake4Kids Allergy Baking Reference Guide* (PDF) and "Safe Food Handling, Storage, and Preparation" instructions in the *Volunteer Expectations* (PDF), available for download in the [Document Library](#) on the Baker Resource Center
- *Nut/Coconut-Free vs Does Not Contain Nuts/Coconut*
 - *Nut/Coconut-Free* means the youth has a nut allergy – follow guidelines for allergy baking
 - *Does Not Contain Nuts/Coconut* is a precaution – simply do not add nuts or coconut

Decorating Requirements

- Write the celebratory message exactly as directed in "Message to write on treats" on the cake request
 - * Sometimes the request is actually for no message, in which case you do not need to write anything on the treats (denoted as "No message" or "None")
- Celebratory message must be written directly on the treats or on banners or toppers that can be inserted directly into the treats
 - * For cakes ONLY, message may be written on the cake board
- Do NOT put the child's age on the cake – agencies often receive the wrong information
- Do not use store-bought gel icing or piping gel – it spreads and bleeds color
- Use edible or food-safe decorations whenever possible. If using banners or toys as decorations, separate them from sweets using a barrier layer for food safety. Barrier layers can be created using:
 - Fondant
 - Candy melts (dip the bottom of the toy in candy melts or make squares or discs for toy to sit on)
 - Edible paper such as rice paper and sugar paper
 - Toothpicks, skewers, treat sticks
 - Straws
- * Do NOT use parchment paper, wax paper, or plastic wrap as a barrier layer due to the risk that youth may not see those and accidentally ingest them. Exception: For doll cakes **ONLY**, you may wrap the doll with plastic wrap to prevent it from touching the cake or frosting