★ FOR SMALL BAKERIES, CAFÉS & HOME BAKERS WHO SELL ★

Bakery Allergen & Ingredient Card Kit

Clear tent cards customers can read at a glance —
so they can buy with confidence, and so can you.

[Your Bakery Name Here] • [Logo Placeholder]

What's inside this kit

9 **Allergen tent cards**
Milk, Egg, Wheat/Gluten, Soy, Peanut, Tree Nut, Sesame, Fish, Shellfish — one card per allergen (pages 2–4).

1 **Blank ingredient-card template**
Fill in one per menu item: item name, full ingredient list, allergens, date & initials (page 5).

1 **Display-case sign**
"Please ask — allergen info available" counter / case sign for the front of house (page 6).

How to use — 5 minutes to set up

1. PRINT on heavy card stock (80–110 lb) at 100% scale. Color is best; B&W still reads clearly.
2. CUT along the solid outer border of each tent card. Score lightly on the dashed fold line.
3. FOLD each card in half so it stands like a tent. Place it in front of the item it describes.
4. FILL IN one ingredient card per recipe. List every ingredient, bold the allergens, date it.
5. DISPLAY the "Please ask" sign in the case. Keep the filled ingredient cards within reach.
6. UPDATE cards the same day a recipe, supplier, or ingredient changes — and initial the change.

Important: Only mark an allergen card if you have verified it in the recipe. When in doubt, ask / check the label.

Print specs: US Letter • Pages 2–4 = 3 tent cards per page • Page 5 = 2 ingredient cards • Page 6 = full-page sign
Tip: Laminate tent cards and the sign for daily wipe-clean use. Use a dry-erase marker on laminated ingredient cards.

Sample kit — generic template. Replace placeholder text with your bakery's verified ingredient information.
Not a substitute for professional labeling advice. Check local & federal labeling rules before use.

Tent Cards — Milk, Egg, Wheat / Gluten

Cut on the solid border, fold on the dashed line. One card per item that contains that allergen.

■ ALLERGEN ALERT
PLEASE READ BEFORE ORDERING

M
[ICON]

MILK

Contains Milk

May include: Milk, butter, cream, cheese, whey, casein, lactose

— — FOLD HERE — —

Item: _____

Ask our team if you have an allergy — we're happy to help.

Bakery: [Your Bakery Name] • Verified: _____ / _____ / _____ Initials: _____

■ ALLERGEN ALERT
PLEASE READ BEFORE ORDERING

E
[ICON]

EGG

Contains Egg

May include: Egg white, egg yolk, albumin, meringue, mayonnaise

— — FOLD HERE — —

Item: _____

Ask our team if you have an allergy — we're happy to help.

Bakery: [Your Bakery Name] • Verified: _____ / _____ / _____ Initials: _____

■ ALLERGEN ALERT
PLEASE READ BEFORE ORDERING

W
[ICON]

WHEAT / GLUTEN

Contains Wheat & Gluten

May include: Wheat flour, gluten, semolina, spelt, rye, barley

— — FOLD HERE — —

Item: _____

Ask our team if you have an allergy — we're happy to help.

Bakery: [Your Bakery Name] • Verified: _____ / _____ / _____ Initials: _____

Sample kit — generic template. Replace placeholder text with your bakery's verified ingredient information.
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Tent Cards — Soy, Peanut, Tree Nut

Cut on the solid border, fold on the dashed line. One card per item that contains that allergen.

■ ALLERGEN ALERT
PLEASE READ BEFORE ORDERING

S
[ICON]

SOY

Contains Soy

May include: Soy flour, soy lecithin, tofu, soybean oil, edamame

— — FOLD HERE — —

Item: _____

Ask our team if you have an allergy — we're happy to help.

Bakery: [Your Bakery Name] • Verified: _____ / _____ / _____ Initials: _____

■ ALLERGEN ALERT
PLEASE READ BEFORE ORDERING

P
[ICON]

PEANUT

Contains Peanut

May include: Peanuts, peanut butter, peanut oil, peanut flour

— — FOLD HERE — —

Item: _____

Ask our team if you have an allergy — we're happy to help.

Bakery: [Your Bakery Name] • Verified: _____ / _____ / _____ Initials: _____

■ ALLERGEN ALERT
PLEASE READ BEFORE ORDERING

TN
[ICON]

TREE NUT

Contains Tree Nuts

May include: Almond, walnut, pecan, cashew, hazelnut, pistachio

— — FOLD HERE — —

Item: _____

Ask our team if you have an allergy — we're happy to help.

Bakery: [Your Bakery Name] • Verified: _____ / _____ / _____ Initials: _____

Sample kit — generic template. Replace placeholder text with your bakery's verified ingredient information.
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Tent Cards — Sesame, Fish, Shellfish

Cut on the solid border, fold on the dashed line. One card per item that contains that allergen.

■ ALLERGEN ALERT
PLEASE READ BEFORE ORDERING

Se
[ICON]

SESAME

Contains Sesame

May include: Sesame seeds, sesame oil, tahini, hummus

— — FOLD HERE — —

Item: _____

Ask our team if you have an allergy — we're happy to help.

Bakery: [Your Bakery Name] • Verified: _____ / _____ / _____ Initials: _____

■ ALLERGEN ALERT
PLEASE READ BEFORE ORDERING

F
[ICON]

FISH

Contains Fish

May include: Anchovy, Worcestershire sauce, Caesar dressing, fish gelatin

— — FOLD HERE — —

Item: _____

Ask our team if you have an allergy — we're happy to help.

Bakery: [Your Bakery Name] • Verified: _____ / _____ / _____ Initials: _____

■ ALLERGEN ALERT
PLEASE READ BEFORE ORDERING

Sh
[ICON]

SHELLFISH

Contains Shellfish

May include: Shrimp, crab, lobster, shellfish stock / flavoring

— — FOLD HERE — —

Item: _____

Ask our team if you have an allergy — we're happy to help.

Bakery: [Your Bakery Name] • Verified: _____ / _____ / _____ Initials: _____

Sample kit — generic template. Replace placeholder text with your bakery's verified ingredient information.
Not a substitute for professional labeling advice. Check local & federal labeling rules before use.

Blank Ingredient Card — Fill In Per Item

Make one copy per menu item. Keep completed cards in a binder or folder near the register / case.

Photocopy this page as needed, or print extra copies of page 5 only.

INGREDIENT CARD

■ CUT HERE — ONE PER ITEM

Item name: _____ **Price: $** _____

Full ingredient list (in order, most to least):

_____

_____

_____

Contains (check all that apply):

■ Milk ■ Egg ■ Wheat/Gluten ■ Soy ■ Peanut ■ Tree Nut ■ Sesame ■ Fish ■ Shellfish

May contain / shared equipment notes:

_____

Prepared / verified by: _____ Date: _____ / _____ / _____ Initials: _____

✂ - - - - - - - - - - - - CUT BETWEEN CARDS - - - - - - - - - - - - ✂

INGREDIENT CARD

■ CUT HERE — ONE PER ITEM

Item name: _____ **Price: $** _____

Full ingredient list (in order, most to least):

_____

_____

_____

Contains (check all that apply):

■ Milk ■ Egg ■ Wheat/Gluten ■ Soy ■ Peanut ■ Tree Nut ■ Sesame ■ Fish ■ Shellfish

May contain / shared equipment notes:

_____

Prepared / verified by: _____ Date: _____ / _____ / _____ Initials: _____

Sample kit — generic template. Replace placeholder text with your bakery's verified ingredient information.
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A NOTE FROM OUR BAKERY

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Please Ask — Allergen Info Available

If you or someone you're buying for has a food allergy or intolerance, please tell our team before you order. We're happy to check ingredients and help you choose safely.

MILK · EGG · WHEAT · SOY · PEANUT · TREE NUT · SESAME · FISH · SHELLFISH

[Your Bakery Name Here] • Thank you for letting us help you enjoy safely.

Display in the case or at the register. Laminate for daily use.

Cut on the outer brown border if you want a smaller counter sign.

Sample kit — generic template. Replace placeholder text with your bakery's verified ingredient information.
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