## **New Winery Application**

The following screens depict what a typical industry member would need to fill out for completing the New Winery application which is a collection of the following OMB forms:

- 5000.8- Power of Attorney
- 5000.9- Personnel Questionnaire Alcohol and Tobacco Products
- 5000.18- Change in Bond (Consent of Surety)
- 5000.29- Environmental Information
- 5000.30- Supplemental Information on Water Quality Considerations
- 5100.1- Signing Authority for Corporate and LLC Officials
- 5100.24- Application for Basic Permit Under FAA Act
- 5100.25- Application to Establish and Operate Wine Premises
- 5120.36- Wine Bond

## **Welcome Page**

This page is displayed when the user goes to the Permits Online website. This page includes the links to the Privacy Act Statement, Privacy Impact Assessment and Paperwork Reduction Act Notice.

Register for an Account | Login

Home

**Alcohol Permits & Registrations** 



# Welcome to the Alcohol and Tobacco Tax and Trade Bureau (TTB) Permits Online System

We are pleased to offer all of our industry members access to TTB government services online, 24 hours a day, 7 days a week, fulfilling our desire to deliver more efficient, convenient, and interactive e-government services.

To use any of the services we provide you must have a user account. If you have already registered for your account you can <u>Login</u>. If you do not have an account, please <u>Register</u> and create a user account to get started.

#### WARNING!

THIS SYSTEM IS THE PROPERTY OF THE UNITED STATES DEPARTMENT OF TREASURY. UNAUTHORIZED USE OF THIS SYSTEM IS STRICTLY PROHIBITED AND SUBJECT TO CRIMINAL AND CIVIL PENALITIES. THE DEPARTMENT MAY MONITOR, RECORD, AND AUDIT ANY ACTIVITY ON THE SYSTEM AND SEARCH AND RETRIEVE ANY INFORMATION STORED WITHIN THE SYSTEM. BY ACCESSING AND USING THIS COMPUTER YOU ARE AGREEING TO ABIDE BY THE TTB RULES OF BEHAVIOR, AND ARE CONSENTING TO SUCH MONITORING, RECORDING, AND INFORMATION RETRIEVAL FOR LAW ENFORCEMENT AND OTHER PURPOSES. USERS SHOULD HAVE NO EXPECTATION OF PRIVACY WHILE USING THIS SYSTEM.

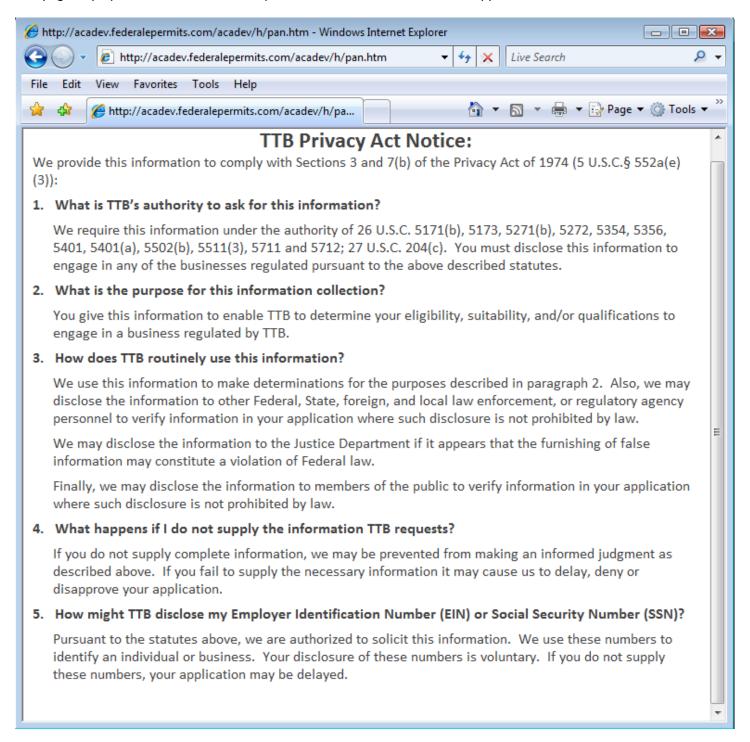
Privacy Act Statement Privacy Impact Assessment Paperwork Reduction Act Notice

**Alcohol Permits & Registrations** 

Search Your Applications

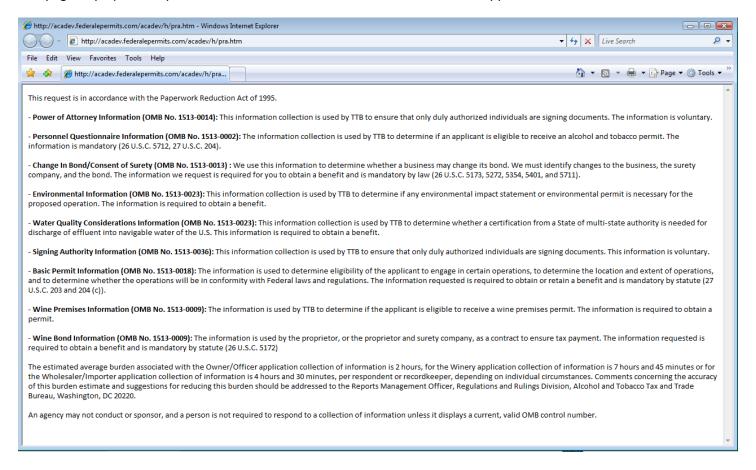
## **Privacy Act Statement Page**

This page displays the consolidated Privacy Act Notice for the Permits Online application.



## **Paperwork Reduction Act Notice Page**

This page displays the Paperwork Reduction Act Notice for the Permits Online application.



## **Welcome Page**

This page is displayed once the user has successfully logged into the system with a valid username and password.

Logged in as: Natasha Griffith | Collections (2) ▼ | Account Management | Logout

Home Alcohol Permits & Registrations

#### Welcome Natasha Griffith

You are now logged in to TTB's Permits Online

You may now create an original or amended application or search for your existing applications. Click here for a <u>description of application types</u>. Application types currently available for submission through TTB's Permits Online are Bonded Winery, Bonded Wine Cellar, Tax Paid Wine Bottling House, Alcohol Wholesaler/Exporter and Alcohol Importer. Other TTB regulated commodities will be available in the future.

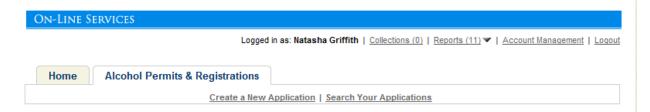
Alcohol Permits & Registrations

Create a New Application

Search Your Applications

## Create a New Application: Penalty of Perjury/TTB WARNING

This page is displayed when the user selects the "Create a New Application" link from the Main Page



#### TTB's Permits Online Applications

You may now create an original or amended application. Click here for a <u>description of application types</u>. Application types currently available for submission through TTB's Permits Online are Bonded Winery, Bonded Wine Cellar, Tax Paid Wine Bottling House, Alcohol Wholesaler/Exporter and Alcohol Importer. Other TTB regulated commodities will be available in the future.

You must read and accept the terms below before beginning your application.

Please "Allow Pop-ups from This Site" before proceeding.

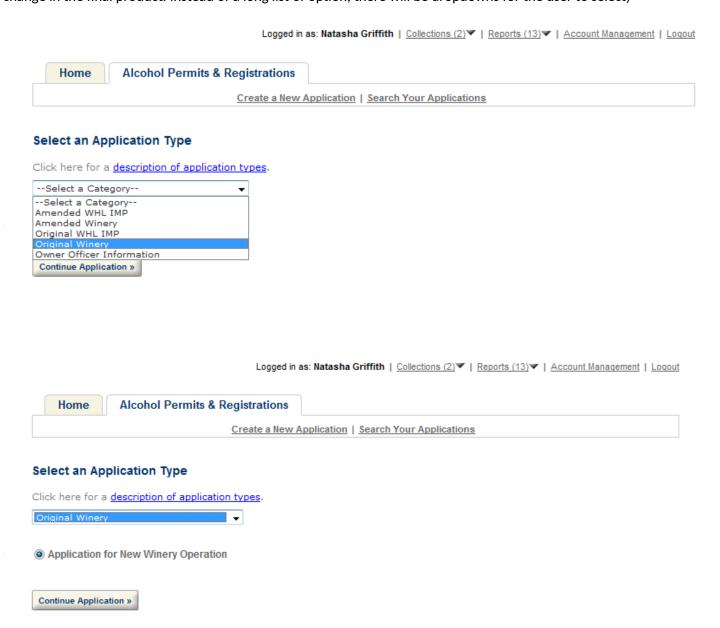
Under penalties of perjury, I declare that I have examined this application, including accompanying statements, and to the best of my knowledge and belief, it is true, correct, and complete. The applicant must immediately notify the TTB official with whom this application is filed of any change in ownership, management, or control of the applicant (in the case of a corporation, any change in the officers, directors, or persons holding 10 percent or more of the corporate stock). The business for which this application is made does not violate the law of the State in which the business will be conducted. In addition, if this application is approved, the applicant will conduct operations within a reasonable period of time and maintain such

I have read and accepted the above terms.

Continue Application »

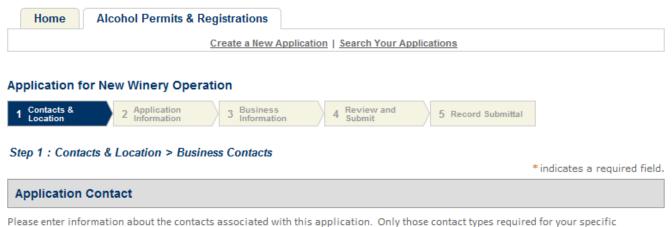
## **Create a New Application: Select Application Type**

After reading and agreeing to the warning, the Application Type page appears (Note: The appearance of this screen will change in the final product. Instead of a long list of option, there will be dropdowns for the user to select)



## Create a New Application: Step 1: Contacts & Locations- Application Contact

This is the first step of the application where the user must enter in the application contact information



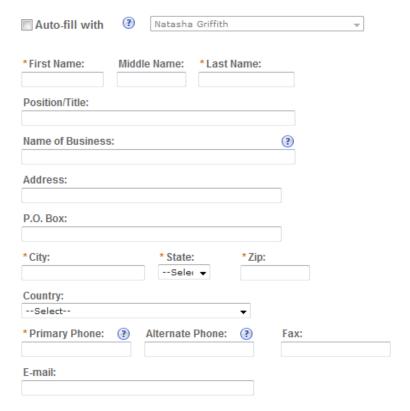
Please enter information about the contacts associated with this application. Only those contact types required for your specific application will be listed. A description of each contact type follows:

**Application Contact:** This information pertains to the primary person with which TTB will discuss application information and who will receive email notifications from TTB. This may be a consultant or an officer/owner for the applicant company.

Business Headquarters: This information pertains to the actual business entity or person applying for approval. In this section, you will supply the name of the business as it will be shown on any forms, permits, or bonds, so it is important that you carefully and accurately complete that information. Please refer to our field specific Help button for details.

Mailing Address: This information refers to the address where you receive mail from us and the primary contact person at the mailing address location. In many cases, this will be the same person entered in the Premise Address section of this application.

Officer-Owner: This information pertains to the individual person that will be listed on the original or amended application filed with TTB as an officer, owner, member, or partner with the applicant entity. A separate Officer/Owner Information Application must be filed for each individual.



## Create a New Application: Step 1: Contacts & Locations- Business Headquarters

This is the first step of the application where the user must enter in the business headquarters information

## **Business Headquarters**

Please enter information about the contacts associated with this application. Only those contact types required for your specific application will be listed. A description of each contact type follows:

**Application Contact:** This information pertains to the primary person with which TTB will discuss application information and who will receive email notifications from TTB. This may be a consultant or an officer/owner for the applicant company.

Business Headquarters: This information pertains to the actual business entity or person applying for approval. In this section, you will supply the name of the business as it will be shown on any forms, permits, or bonds, so it is important that you carefully and accurately complete that information. Please refer to our field specific Help button for details.

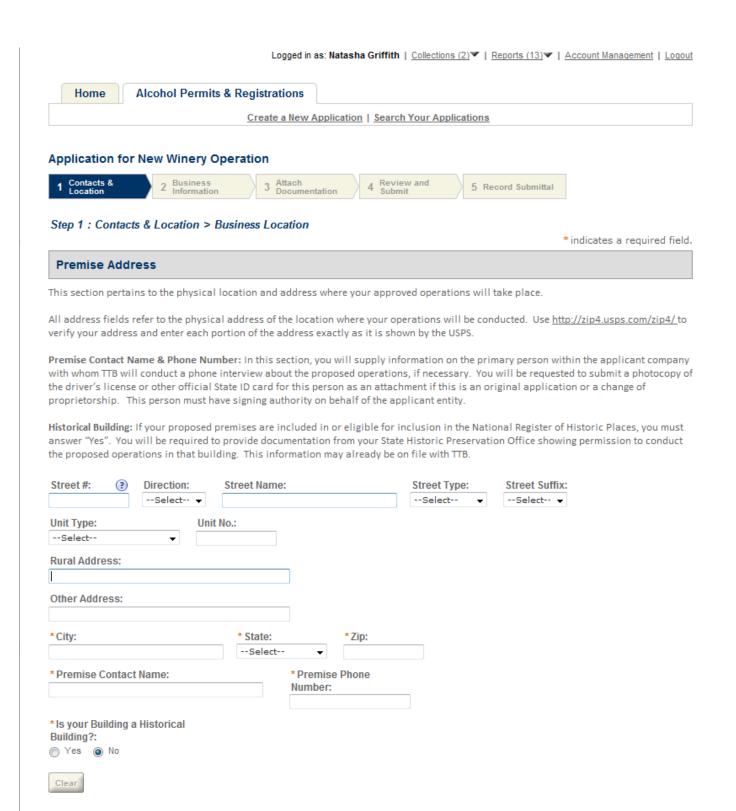
Mailing Address: This information refers to the address where you receive mail from us and the primary contact person at the mailing address location. In many cases, this will be the same person entered in the Premise Address section of this application.

Officer-Owner: This information pertains to the individual person that will be listed on the original or amended application filed with TTB as an officer, owner, member, or partner with the applicant entity. A separate Officer/Owner Information Application must be filed for each individual.

Auto-fill with   Natasha Griffith	₩
*Name of Business:	*EIN: (?)
Address:	
P.O. Box:	
*City:	ip:
Country:Select ▼	
	Fax:
E-mail:	
Continue Application »	Save and resume later:

## Create a New Application: Step 1: Contacts & Locations- Premises Address

This is the first step of the application where the user must enter in the premises address information



## Create a New Application: Step 1: Contacts & Locations- Mailing Address

Continue Application »

This is the first step of the application where the user must enter in the mailing address information

Save and resume later:



### **Application for New Winery Operation**



Step 1 : Contacts & Location > Mailing Address

\* indicates a required field.

#### **Mailing Address**

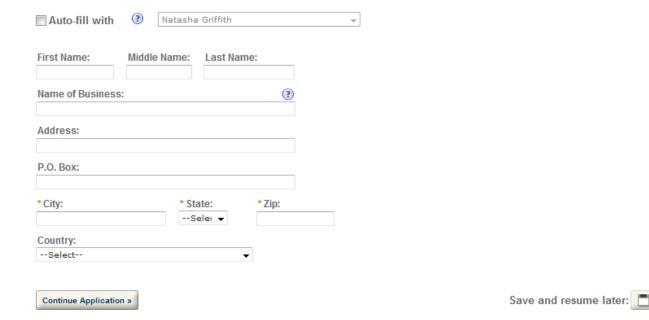
Please enter information about the contacts associated with this application. Only those contact types required for your specific application will be listed. A description of each contact type follows:

Application Contact: This information pertains to the primary person with which TTB will discuss application information and who will receive email notifications from TTB. This may be a consultant or an officer/owner for the applicant company.

Business Headquarters: This information pertains to the actual business entity or person applying for approval. In this section, you will supply the name of the business as it will be shown on any forms, permits, or bonds, so it is important that you carefully and accurately complete that information. Please refer to our field specific Help button for details.

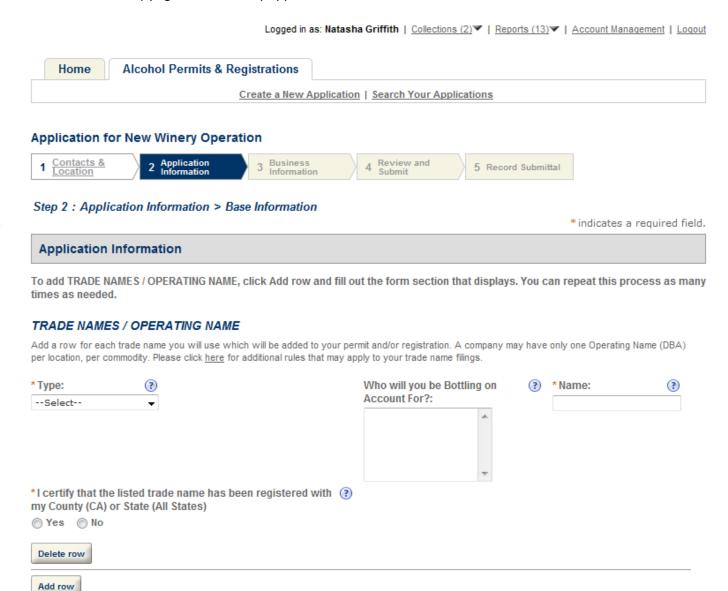
Mailing Address: This information refers to the address where you receive mail from us and the primary contact person at the mailing address location. In many cases, this will be the same person entered in the Premise Address section of this application.

Officer-Owner: This information pertains to the individual person that will be listed on the original or amended application filed with TTB as an officer, owner, member, or partner with the applicant entity. A separate Officer/Owner Information Application must be filed for each individual.



## Create a New Application: Step 2: Application Information

This the main data entry page for the winery application



## **Application Information**

#### REASON FOR THE APPLICATION

Indicate whether this Original Application is being filed due to a New Business, a Change of Proprietorship, or a Change in General Partner(s) by checking the appropriate box. A Change of Proprietorship may be the result of brand new ownership and a proprietor unrelated to the predecessor (ABC Inc. takes over from DEF Inc), or may be the same individual(s) changing entity type (from a sole proprietor to an LLC, from a partnership to a corporation). A Change in General Partner(s) is when any partner in a general partnership changes, or when the general partner in a limited partnership changes. If only limited partners are changing, then you need to file an amended application only. If you are filing for either a Change of Proprietorship or Change in General Partner(s), you need to identify the permit number(s), registry number(s), and name and address of the predecessor company.

New Business:	?		
Change of Proprietorship - Ownership:	?		
Change of General Partner(s):	?		
Permit Number(s) of Predecessor:			<u></u>
Registry Number(s) of Predecessor:			<u></u>
Name and Address of Predecessor:			<u>~</u>
Bonded Wine Cellar if you are already applying as a E	Bonded V	first four application types listed below for a single location. It is unnecessary to apply a Winery, as all activities allowed under a Bonded Wine Cellar are included in an approval ify as a Tax Paid Wine Bottling House in addition to one of the first four options.	
Tax Paid Wine Bottling House	?		
APPLICATION INFORMATION This information pertains to your business organization	on and th	e timing of commencement of your proposed operations.	
* Type of Organization:	?	Corporation ▼	
* State Where Incorporated:	?	AK ▼	
New Business Start Date/Date of Change	?		
Start Date for New Business or Change Upon Approval by TTB	?		
Continue Application »		Save and resume late	er:

If Yes, State Details .:

## **Application Information**

To add OFFICER/OWNERSHIP INFORMATION, click Add row and fill out the form section that displays. You can repeat this process as many times as needed.

To add SIGNING AUTHORITY, click Add row and fill out the form section that displays. You can repeat this process as many times as needed.

To add POWER OF ATTORNEY INFORMATION, click Add row and fill out the form section that displays. You can repeat this process as many times as needed.

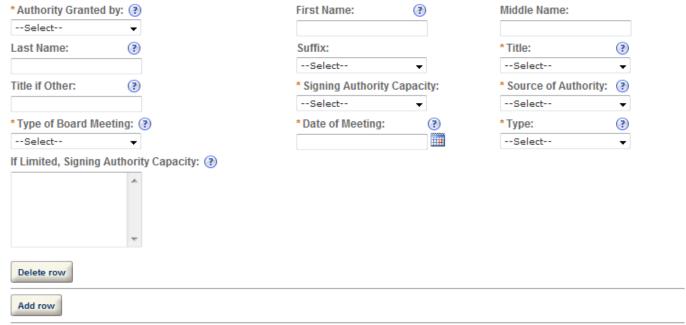
#### OFFICER/OWNERSHIP INFORMATION

For each person who is a sole proprietor, partner, officer, director, member, managing member, or owner of 10% or more of stock or ownership in the applicant entity, you must file an Officer/Owner Information Application in addition to this application. In addition, you must complete the fields in this section of the application for each of those persons, as well as for any company / trust which is an owner / member. Add a row for each additional person or company/trust related to the application.

* How is Officer/O Submitted?:	wner Info	(?)	Officer/Owner Info Tracking No.: (?)		* Officer/Owner Classification:	(
Select	•				Select	•
First Name:	?		Middle Name:		Last Name:	?
Suffix:			* Primary Title:		List Additional Titles:	?
Select	•		Select ▼			*
						v
Title if Other:	?		*Description of Duties or Relation to the Proposed Operation:	?	Company Name:	?
			A			
Trust Name:	<b>?</b>		*Percent Voting-Stock-Interest: ③		*Investment in Busine	ss: 🕐
* Source of Funds	(SOF)	?	*How is SOF Documentation Submitted?: (?)			
Description:	*		Select ▼			
Delete row						
Add row						

#### SIGNING AUTHORITY

These fields are used to establish who has the authority to sign and act on behalf of the applicant / industry member with TTB, and is used for employees of the company. Consultants, outside Counsel, and other individuals not employed by the company should complete the Power of Attorney section of this application. You may assign signing authority to specific individuals or to positions /titles. You will need to add a row for each person or title being granted authority. For Corporations and LLCs, entries will be used to populate TTB Form 5100.1. For all users, this information will be used to establish signing authority with TTB.



#### POWER OF ATTORNEY INFORMATION

These fields are used to establish who has the authority to sign and /or act on behalf of the applicant / industry member with TTB, and is used for individuals who are not employees of the company. Consultants, outside Counsel, and other individuals not employed by the company should use this section of this application. Employees of the applicant/industry member company should complete the Signing Authority section of this application. You will need to add a row for each person being granted power of attorney. You must supply information about the person being granted power of attorney in the applicable fields. You will need to add a row for each additional person receiving power of attorney authority. The information you enter will be used to populate TTB Form 5000.8. Click here for VERY IMPORTANT information about submitting this information to TTB.

*First Name: (?)	Middle Name:		* Last Name:	(3)
Suffix:	*Address:	?	* Phone Area Code:	?
Select ▼		^		
		v		
Phone:	Phone Extension	:	Fax Area Code:	
ax Number:	Email:		* Type:	?
			Select	•
f Limited, Specific Powers to be Conferred: (?)	* Effective Date:	?		
^				
w.				
Delete row				
Add row				

## Create a New Application: Step 3: Business Information

available.

Logged in as: Natasha Griffith | Collections (2)▼ | Reports (13)▼ | Account Management | Logout Home Alcohol Permits & Registrations Create a New Application | Search Your Applications Application for New Winery Operation Contacts & Location Application Information Business Review and 2 5 Record Submittal 3 Information Step 3: Business Information > Business Info & Documents indicates a required field. **Application Information** NON CONTIGUOUS OPERATIONS A non-contiquous premises situation occurs when a wine premises proprietor wishes to use multiple nearby locations which are physically separated from each other. All locations in a non-contiguous premises situation must be part of one integrated operation and should not be stand alone operations within themselves. Typically, each location is in the same city, state, and zip code (unless the additional location(s) is for storage only), and no more than 10 miles apart from one another. If you are including one or more non-contiguous premises in addition to your primary premises, you must answer "Yes" and then list those addresses in the block provided. \* Does this application include one or more non-Yes
No contiguous premises locations in addition to your primary premises? If Yes, please provide the physical address for each non-contiguous location other than the primary address shown under the Premise Address fields provided earlier in this application. WINERY INFORMATION This information pertains to your proposed wine premises and operations to be conducted at those premises. Please refer to the field specific Help provided for additional details on what is required for each question. \*Wine Premises Description: Describe each (?) tract of land comprising the wine premises. Description must be by directions and distances, in feet and inches, with sufficient particularity to enable ready examination of the boundary of the wine premises. \*Wine Premises Security: Describe the 3 means employed to afford security of the wine premises. \*Taxpaid Wine Storage: Describe where and how any taxpaid wine will be stored on the premises and the means used to segregate and identify taxpaid wine from untaxpaid wine. \*Bonded Winery in a Residential Building: If operating a bonded winery or bonded wine cellar in a residential building, describe how the bonded premises are segregated from the residence and what direct access to the bonded premises is

*Wine Premises Alternating Areas: Describe alternating areas. Each wine premises buildin must be described as to size, construction, at use. Buildings not used for the wine operation must be described only as to size and use. If we premise consists of a partial building, rooms	g nd s vine		÷
floors, each must be described separately. Means of ingress and egress from the wine premise to adjoining portions must be describ	oed.		
*Wine Premises Building: Each wine premise building must be described as to size, construction, and use. Buildings not used for wine operations must be described only as to size and use. If wine premises consists of a partial building, rooms or floors, each must be	the		<u>_</u>
described separately. Means of ingress and egress from the wine premises to adjoining portions must be described.			
* Disclosure: If this application is not for a bonded wine premises in which production operations will be conducted and, thus a Federal Alcohol Administration Act basic permit is not required, would you agree to the listing of your name in a TTB publication which may be distributed to the general public upon request? A "No" response will have no effect on the consideration of this application. Under U.S.C. 6103, you have a legal right not to give this release	<b>②</b>	Select ▼	
* Describe any operation which will involve the use of spirits.	?		^
			Ŧ
*Volatile Fruit-Flavor Concentrate Operations: For volatile fruit-flavor concentrate producers, submit a step-by- step description of the production process, commencing with obtaining the juice through each step of the process to removal of the concentrate from the system.	?		÷
*Volatile Fruit-Flavor High Concentrate: For production of high-proof concentrate (more than 24 percent alcohol), indicate any step in the process at which the spirits are potable. Include the maximum quantity in gallons of fruit must and volatile fruit-flavor	<b>?</b>		÷
concentrate produced in 24 hours; the maximum and minimum fold; and the maximum percent of alcohol in the concentrate for each kind of fruit used.			
*Other Operations: Describe any other operations not specifically authorized by Part 24 that are to be conducted on the wine premises. This must include a list of the premises and any major equipment used,	<b>?</b>		A
and a statement as to the relationship, if any, of the operation to the wine operations.  These other operations need not be			*

restricted to alcohol-related businesses.

#### **ENVIRONMENTAL INFORMATION**

Most of the questions here are self-explanatory and refer to the regulated operations at the premises address. The request for number of employees is asking for the number located at the premises address where the regulated operations will take place. You should list the name of the Power Company when asked for the source of heat and power. Examples of Liquid Waste include spilled wine and wash water. Examples of Solid Waste include broken glass, cardboard, and grape must. You may state "Not Applicable" in any fields where there is no information that applies. If you are filing an original or amended application that includes a non-contiguous premises situation (explained under Wine Premises Description in the Wine Information Section), you must list each non-contiguous address (including the primary wine premises address) under each question and answer the question for each location.

* Enter Number of Employees	
* Location Where Activity is to be Conducted (Be specific, Number, Street, City, State, Zip Code; describe locations of buildings and outside equipment and their situation relative to surrounding environment including other structures, land use, lakes, streams, roads, railroad facilities, etc. Maps, photos, or drawings may be provided.)	
* Describe types of heat and power to be used and their sources. If they are to be produced in connection with the proposed activity, estimate type and quantity of fuel to be used for each purpose. (Example: 40 tons/yr. anthracite coal for heat, 20 million cuft/yr. natural for power generating.)	_
* Describe any air pollution control equipment proposed for use in connection with fuel burning equipment, boilers, or smokestacks.	
* Describe amount and composition of all solid waste that will be generated	
* Discuss proposed methods of disposal (Incineration, open burning, landfill, government or commercial garbage collection, etc.) Specify whether on-site or off-site.	
* Describe any air pollution control equipment proposed for use in connection with any incinerators.	
* Liquid Waste (Complete this item irrespective of any certification obtained as to compliance with any environmental quality standards of any Federal, State, or local agency having responsibility for environmental protection including any certification under the Federal Water Pollution Control Act.) Describe amount	
and content of any liquid waste to be generated.  * Describe proposed method of disposal ( sewer, flaming, recycling, etc.) Describe any proposed means to monitor quality and characteristics, and any proposed equipment or facilities for treatment or control of liquid wastes.	

*Noise (Describe operational noise sources other than those normally associated with of operations, building maintenance, or utiliies.)					*
to discharge into "navigable waters". You may state	"Not App situation	licable" in any fields (explained under Wi	where the	premises address. Please note that most of these que ere is no information that applies. If you are filing an ap es Description in the Wine Information Section), you m n and answer the question for each location.	plication or
* Describe activity to be conducted in which the Alcohol and Tobacco Tax and Trade Bureau has an interest	?				À
*Describe any direct or indirect discharge into navigable waters which may result from the conduct of the activity described in the quest above to be conducted section where TTB ha	ion				^
Interest, including the biological, chemical, thermal, or other characteristic of the discha and the locations at which such discharge m enter navigable waters.	_				T
*Give the date or dates on which the activity to begin and end, if known, and on which the discharge will take place.	will				^
					~
*Describe the methods and means used or to used to monitor the quality and characteristic the discharge and the operation of equipment facilities employed in the treatment or control wastes or other effluents.	s of t or				A
CONSENT OF SURETY					
For an original application, this section generally only with a distilled spirits plant or brewery). Information a	ibout eac you do ne	h of these situations ed to complete this i	can be fo	guous Premises or an Alternation of Premises (sharing bund <u>here</u> . IF YOUR APPLICATION IS NOT RELATED TO n, insert the requested information as it pertains to the primation about submitting this information to TTB.	O ONE OF
*What is the corporate surety, if any, listed on the bond that you are changing?:	?				
*What is the form number of the bond that you are changing?:	?	Select	•		
*What is the dollar amount of the bond that you are changing?:	?				
*What is the effective date of the bond that you are changing?:	?				
What is the effective date of this change in bond?:	?				
*We are changing the above bond as follows::	?		^		

#### YOUR DECLARATION

You must check the associated box to indicate that you declare, under penalties of perjury, that you have examined this application and that it is true, correct, and complete to the best of your knowledge and belief. The date that you check the box signifying this declaration will be auto-filled into the field provided.

\* Under penalties of perjury, I declare that I have examined this application, including accompanying statements, and to the best of my knowledge and belief, it is true, correct, and complete.

\* Declaration Date:



### **Application Information**

To add WINE BOND, click Add row and fill out the form section that displays. You can repeat this process as many times as needed.

To add RELATED BONDS AND PERMITS, click Add row and fill out the form section that displays. You can repeat this process as many times as needed.

To add ALTERNATION OF PREMISES, click Add row and fill out the form section that displays. You can repeat this process as many times as needed.

To add ALTERNATION OF PROPRIETORS, click Add row and fill out the form section that displays. You can repeat this process as many times as needed.

To add REQUEST FOR VARIANCE, click Add row and fill out the form section that displays. You can repeat this process as many times as needed.

To add STATEMENTS AND DOCUMENTS, click Add row and fill out the form section that displays. You can repeat this process as many times as needed.

#### WINE BOND

A wine premises proprietor (except for a TPWBH) filing an original application must submit a wine bond with sufficient bond coverage, which protects TTB in case a proprietor is unable to satisfy their excise tax liability. You may also file a new bond to reflect a new penal sum, switch in bond category (Surety, Cash, T-Note, T-Bill), or a change in surety company. If you are filing for a Change of Location, you may either submit a Superseding Wine Bond within this table or a Consent of Surety form earlier in this application. In most cases, a new winery will have only one bond. However, a winery is allowed to have multiple bonds that together provide sufficient bond coverage. You must have a primary bond for each commodity type that requires one. If you have more than one bond, add a row and enter the appropriate information for each additional bond. Click <a href="https://except.org/licent/benzes/b

*Commodity Type: (?)	*Bond Kind:	* Effective Date of Bond: 🕐
Select ▼	Select ▼	
*Bond Coverage - Operations: (?)	Bond Coverage - Deferral: (?)	*Bond Coverage - Total Penal Sum: 💡
.00	.00	
* Bond Category:	If Surety - Surety Name: (?)	If Surety - Bond Number:
Select ▼		
If Cash - Check Number: 📀	If T-Note or T-Bond - CUSIP Number: (?)	If T-Note or T-Bond - Interest Rate: (?)
If T-Note or T-Bond - Maturity Date: (?)	If T-Note or T-Bond - Issue Date: (?)	* Execution Date:
Delete row		
Add row		

## **RELATED BONDS AND PERMITS**

In this section, you need to supply the applicable information about: permits, registrations, or bonds associated with other regulated alcohol operations at this location; and permits and registrations (but not bonds) associated with related alcohol operations at other locations (under the same entity / Employer Identification Number (EIN), or a different entity/EIN sharing ownership of more than 50% with the applicant entity). You must add a row for each additional listing. Click <a href="https://examples.com/here-pi/en-additional-information">https://en-additional-information</a> and examples.

*Commodity Type:	Bond Form:	Bond Category:
Select ▼	Select ▼	Select ▼
Surety Name if Applicable:	Amount:	Permit Number:
Surety name if Applicable.	Amount	remit Number.
Desister Number		
Registry Number:		
Delete row		
Add row		
ALTERNATION OF PREMISES		
operations. These operations must be between two TPWBH. For example, you may have both your win	o or more different approved production commodity ery and brewery alternate use of certain tanks and a portion of each of the premises as 'permanent de nises which will alternate. You will be required to co cated and alternating area(s), along with an Alterna	a bottling line. In these instances, you must qualify dicated premises' that will never be alternated. You omplete the Consent of Surety information in this
* Type of Alternating Operation: (?)	* Are you alternating with another entity?	If yes, Name of Alternator:
Select ▼	Yes       No	
If yes, Permit Number: (?)	If yes, Registry Number: 🔞	
Delete row		
Add row		
ALTERNATION OF PROPRIETORS		
An Alternating Proprietorship (AP) occurs when a personal dome to better utilize space in an existing location buildings. All alternating parties are individually respectively can be accessed at the TTB website. Click the Agreement and a Diagram showing the area(s) that taxpaid areas. You may add a row to add additional	n or to allow new entrants into an industry to avoid consible for all aspects of the operations as a wine nere for a summary of responsibilities. You are requ t will be alternated, as well as any area(s) that will	ry in accordance with Industry Circular 2008-4, uired to submit an Alternating Proprietorship
*Type of Arrangement: (?)	Host Name:	Host Permit Number: 🕐
Select ▼		
Host Registry Number: (?)	Tenant Name:	Tenant Permit Number: 🕐
Tenant Registry Number: (?)	Co-Tenant Name: (?)	Co-Tenant Permit Number: 📵
Co-Tenant Registry Number: (3)  Delete row		
Add row		

#### REQUEST FOR VARIANCE

Continue Application »

You may submit a Request for Alternate Method (commonly referred to as a Variance Request), a Request for Special Permission/Authorization, or a General Notification to TTB by identifying the type of request by choosing from the drop down list provided. A Request for Alternate Method is asking for approval to conduct an activity that deviates from a regulatory requirement. Please note that Requests for Alternate Method may not be contrary to law. A Request for Special Permission/Authorization is when an applicant or industry member asks for approval of an activity that is not covered by a regulation. A General Notification is when an industry member is required to give notice of their intent to conduct certain operations, but where direct approval by TTB is not required. You may add a row for each additional request or notification you wish to submit with this application.

*Variance, Alternate	Method,	Special Permission Type: 🕐		* Description of Request: (?)
Select	▼			_
				-
Delete row				
Add row				
STATEMENTS AND	D DOCU	IMENTS		
are required. Other docu documents that are optio hints on certain documen	ments may nal, but wi its that mu of these o	y be required depending on your specifi hich pertain to your application. Click <u>he</u> st be filed in conjunction with specific a	c situation or operations you re for a detailed description of mendment types. In the sect	p, Partnership), different Statements and Documents wish to conduct. You may also add rows for other of each Document Type. Click <u>here</u> to see helpful ion below, you will have the opportunity to forms, Change of Bond (Consent of Surety) Form,
* Document Type:	?	*Required or Optional: (?)	Document Type if Othe	r: (?)
Select	▼	Select ▼		
* Document Name:	?	* Method of Submission: ②Select	Permit, Registry or Tra	cking Number if on file with TTB: 🕐
Delete row Add row	v			
Add row				
Attachment				
click on "Upload a Ne also browse your com information, click on .	w Attachr puter to t Attach Fil	ment" and then complete the inform find the item you wish to attach in	nation regarding the Type the File field. Once you h every item you will be up	oad to TTB through Permits Online, you need to and Description of the attachment. You must nave located the file and provided the required bloading associated with this application.
Attachment List				
<u>Name</u>		<u>Түре</u>	Size	<u>Date</u>
No records found.				
▶ <u>Upload a New Atta</u>	chment			

Save and resume later:

## Create a New Application: Step 4: Review and Submit

Logged in as: Natasha Griffith | Collections (2) ▼ | Reports (13) ▼ | Account Management | Logout

Home

**Alcohol Permits & Registrations** 

Create a New Application | Search Your Applications

### **Application for New Winery Operation**



#### Step 4: Review and Submit

Please review all information below. Click the "Edit" buttons to make changes to your application. You can click on "Save & Resume Later" to save the information you have entered without submitting your application at this time. WARNING: By clicking on CONTINUE APPLICATION at the bottom of this screen you are submitting a final application to TTB and declaring under penalty of perjury that the information submitted is true and correct, as acknowledged in "Your Declaration" in this application. You will receive your tracking number on the confirmation screen.

#### Record Type

#### **Application for New Winery Operation**

### **Application Contact**

Edit

To add a new contact, click the Add Contact link. To edit a contact, select the contact name in the list.

Natasha Griffith Griffith Alcohol Corporation 1767 King Street Alexandria, VA, 22314 United States Primary Phone:703-555-1212 Alternate Phone:703-555-2222 Fax:710-355-5333 natasha.griffith@ttb.gov

#### **Business Headquarters**



To add a new contact, click the Add Contact link. To edit a contact, select the contact name in the list.

Griffith Alcohol Corporation 11111111111 1767 King Street Alexandria, VA, 22314 United States Primary Phone:703-555-1212 Alternate Phone:703-555-2222 Fax:710-355-5333 natasha.griffith@ttb.gov

## **Premise Address**



#### 100 smith SEC

alexandria VA 22314
Premise Contact Name: tester
Premise Phone Number: 111111111
Is your Building a Historical Building?: No

## **Mailing Address**

Edit

To add a new contact, click the Add Contact link. To edit a contact, select the contact name in the list.

Natasha Griffith Griffith Alcohol Corporation 1767 King Street Alexandria, VA, 22314 United States

## **Application Information**

Edit

#### REASON FOR THE APPLICATION

New Business: Yes
Change of Proprietorship - Ownership: No
Change of General Partner(s): No

Permit Number(s) of Predecessor: Registry Number(s) of Predecessor: Name and Address of Predecessor:

#### APPLICATION TYPE

Bonded Winery - Producing and Blending Wine Yes
Bonded Winery - Blending Wine Only No
Bonded Wine Cellar and Wine Blender No
Bonded Wine Cellar No
Tax Paid Wine Bottling House No

#### APPLICATION INFORMATION

Type of Organization: Corporation

State Where Incorporated: AK

New Business Start Date/Date of Change

Start Date for New Business or Change Upon N

Approval by TTB

#### NON CONTIGUOUS OPERATIONS

Does this application include one or more non- No contiguous premises locations in addition to your primary premises?

If Yes, please provide the physical address for each non-contiguous location other than the primary address shown under the Premise Address fields provided earlier in this application.

## WINERY INFORMATION

Wine Premises Description: Describe each tract sdfg of land comprising the wine premises.

Description must be by directions and distances, in feet and inches, with sufficient particularity to enable ready examination of the boundary of the wine premises.

Wine Premises Security: Describe the means sdfg employed to afford security of the wine premises.

Taxpaid Wine Storage: Describe where and how sdfg any taxpaid wine will be stored on the premises and the means used to segregate and identify taxpaid wine from untaxpaid wine.

Bonded Winery in a Residential Building: If sdfg operating a bonded winery or bonded wine cellar in a residential building, describe how the bonded premises are segregated from the residence and what direct access to the bonded premises is available.

Wine Premises Alternating Areas: Describe any sdfg alternating areas. Each wine premises building must be described as to size, construction, and use. Buildings not used for the wine operations must be described only as to size and use. If wine premise consists of a partial building, rooms or floors, each must be described separately. Means of ingress and egress from the wine premise to adjoining portions must be described.

Wine Pr building constru http://acadev.federalepermits.com/acadev/

wine operations must be described only as to size and use. If wine premises consists of a partial building, rooms or floors, each must be described separately. Means of ingress and egress from the wine premises to adjoining portions must be described.

Disclosure: If this application is not for a bonded No wine premises in which production operations will be conducted and, thus a Federal Alcohol Administration Act basic permit is not required, would you agree to the listing of your name in a TTB publication which may be distributed to the general public upon request? A "No" response will have no effect on the consideration of this application. Under U.S.C. 6103, you have a legal right not to give this release

Describe any operation which will involve the sdfg use of spirits.

Volatile Fruit-Flavor Concentrate Operations: For sdf volatile fruit-flavor concentrate producers, submit a step-by-step description of the production process, commencing with obtaining the juice through each step of the process to removal of the concentrate from the system.

Volatile Fruit-Flavor High Concentrate: For production of high-proof concentrate (more than 24 percent alcohol), indicate any step in the process at which the spirits are potable. Include the maximum quantity in gallons of fruit must and volatile fruit-flavor concentrate produced in 24 hours; the maximum and minimum fold; and the maximum percent of alcohol in the concentrate for each kind of fruit used.

Other Operations: Describe any other operationssdfg not specifically authorized by Part 24 that are to be conducted on the wine premises. This must include a list of the premises and any major equipment used, and a statement as to the relationship, if any, of the operation to the wine operations. These other operations need not be restricted to alcohol-related businesses.

#### **ENVIRONMENTAL INFORMATION**

Enter Number of Employees

Location Where Activity is to be Conducted (Be sfdg specific, Number, Street, City, State, Zip Code; describe locations of buildings and outside equipment and their situation relative to surrounding environment including other structures, land use, lakes, streams, roads, railroad facilities, etc. Maps, photos, or drawings may be provided. )

Describe types of heat and power to be used and their sources. If they are to be produced in connection with the proposed activity, estimate type and quantity of fuel to be used for each purpose. (Example: 40 tons/yr. anthracite coal for heat, 20 million cu.-ft/yr. natural for power generating.)

Describe any air pollution control equipment sdfg proposed for use in connection with fuel burning equipment, boilers, or smokestacks.

Describe amount and composition of all solid sdfg waste that will be generated

Discuss proposed methods of disposal sfg (Incineration, open burning, landfill, government or commercial garbage collection, etc.) Specify whether on-site or off-site.

Describe any air pollution control equipment sdfg proposed for use in connection with any incinerators.

Liquid Waste (Complete this item irrespective of fg any certification obtained as to compliance with any environmental quality standards of any Federal, State, or local agency having responsibility for environmental protection including any certification under the Federal Water Pollution Control Act.) Describe amount and content of any liquid waste to be generated.

Describe proposed method of disposal ( sewer, sdfg flaming, recycling, etc.) Describe any proposed means to monitor quality and characteristics, and any proposed equipment or facilities for treatment or control of liquid wastes.

Noise (Describe operational noise sources other sdfg than those normally associated with office operations, building maintenance, or utiliies.)

#### WATER QUALITY INFORMATION

Describe activity to be conducted in which the dfg Alcohol and Tobacco Tax and Trade Bureau has an interest

Describe any direct or indirect discharge into navigable waters which may result from the conduct of the activity described in the question above to be conducted section where TTB has Interest, including the biological, chemical, thermal, or other characteristic of the discharge and the locations at which such discharge may enter navigable waters.

Give the date or dates on which the activity will sdfg begin and end, if known, and on which the discharge will take place.

Describe the methods and means used or to be sdfg used to monitor the quality and characteristics of the discharge and the operation of equipment or facilities employed in the treatment or control of wastes or other effluents.

#### OWNER BACKGROUND INFORMATION

Has the applicant or any person listed on this application ever been denied a permit, license, or other authorization to engage in any business to manufacture, distribute, import, sell, or use alcohol products (beverage or nonbeverage) by any government agency (Federal, State, local or foreign) or had such a permit, license, or other authorization revoked, suspended, or otherwise terminated?

If Yes, State Details:

Has the applicant or any person listed in this No application ever been arrested for, charged with, or convicted of any crime under Federal, State, or Foreign laws other than traffic violations or convictions that are not felonies under Federal or State law.

If Yes, State Details .:

#### CONSENT OF SURETY

What is the corporate surety, if any, listed on

the bond that you are changing?:

TTB F 5110.56 - Distilled Spirits Bond

What is the form number of the bond that you are changing?:

What is the dollar amount of the bond that you 11

are changing?:

What is the effective date of the bond that you 04/01/2010

are changing?:

What is the effective date of this change in

bond?:

We are changing the above bond as follows:: sdfg

#### YOUR DECLARATION

Under penalties of perjury, I declare that I have Yes examined this application, including accompanying statements, and to the best of my knowledge and belief, it is true, correct, and complete.

Declaration Date: 07/27/2010

#### Application Information

Edit

#### Attachment

For each document that you have indicated on the previous page that you are going to upload to TTB through Permits Online, you need to click on "Upload a New Attachment" and then complete the information regarding the Type and Description of the attachment. You must also browse your computer to find the item you wish to attach in the File field. Once you have located the file and provided the required information, click on Attach File. You can repeat this process for every item you will be uploading associated with this application. Click on "Continue Application" when you are finished with this section/page.

#### Attachment List

Upload a New Attachment

Continue Application »

Save and resume later:

### Create a New Application: Step 5: Record Submittal

Once the application is submitted, the Record Submittal page appears indicating the Application Tracking Number and Penalty of Perjury statement.



Thank you for using TTB's Permits Online.

## Your Tracking Number is WN-2010-00109.

You will need this number to check the status of your application. You will be notified via email that we have received your application. If you do not receive an email acknowledging receipt within 24 hours, please contact TTB at 1-877-TTB-FAQS.

#### AFFIRMATION

Under penalties of perjury, I declare that I have examined this application, including accompanying statements, and to the best of my knowledge and belief, it is true, correct, and complete. The applicant must immediately notify the TTB official with whom this application is filed of any change in ownership, management, or control of the applicant (in the case of a corporation, any change in the officers, directors, or persons holding 10 percent or more of the corporate stock). The business for which this application is made does not violate the law of the State in which the business will be conducted. In addition, if this application is approved, the applicant will conduct operations within a reasonable period of time and maintain such operations in conformity with Federal law.

I understand that the information supplied by me in connection with this application will be used by TTB to make a determination on the application. Where such disclosure is not prohibited, TTB officers may disclose this information to other Federal, State, foreign, and local law enforcement and regulatory agency personnel to verify information on the application, and for enforcement of the laws of such other agency. The information may be disclosed to the Justice Department if the application appears to be false or misleading. TTB officers may disclose the information to individuals to verify information on the application where such disclosure is not prohibited.

I understand that if I fail to supply the information requested TTB may delay or deny the issuance of the permit. I understand that TTB is asking for my Employer Identification Number and/or my Social Security Number for identification purposes. If I do not supply the numbers, I understand my application may be delayed.

Print Cover Sheet

#### I further declare:

That I have read the instructions for this form and that I understand that I may need to file additional documentation before TTB may act on this application; That an appropriate TTB officer may require additional information to determine if I am entitled to the permit for which I am applying;

That if any information provided on this application changes before I have received from TTB a final determination on this application, I must immediately notify the Director, National Revenue Center;

With respect to any water quality information furnished in connection with this application, that copies of this rider may be furnished to the applicable State Water Quality Agency and Regional Administrator, Environmental Protection Agency; and

With respect to any environmental information furnished in connection with this application, that such information may be furnished to concerned federal, state, and local agencies having responsibilities for environmental protection and that the information hereon may be used in the preparation of an environmental statement pursuant to the requirements of the National Environmental Policy Act, 42 U.S.C. 4332.

View Record Details » (Return to your application)

## **Report Generation**

This provides an example of the OMB form generated from the Permits Online application.

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66					OF THE TRE		(TTD)	
					TAX AND TRAD		OHOL ADMINISTRATION ACT	
	1. FULL NAME AND PREMISES ADDRESS	LIXI			TIL I LDLIG	AL ALOC	3. EMPLOYER IDENTIFICATION NUMBER	
	GRIFFITH ALCOHOL CORPORATION						(EIN)	
	1767 N king ST						11-1111111	
	Alexandra, VA 22314						4. OPERATING NAME (DBA), if any	
	TELEPHONE NUMBER ( ) 202-453-2017		_					
	State in which organized for Corporations and L 2. MAILING ADDRESS (If different from premise		•	ipanie	s (LLC): VA			
	1767 KING STREET	es address	6)				5. LABELING TRADE NAME(S), if any	
	ALEXANDRIA, VA 22314							
	6. BUSINESS(ES) TO BE CONDUCTED AT PR			S (Che	ck applicable bo	_ ′		
	a. DISTILLED SPIRITS PLANT (BE	VERAGE	)		c.		ING INTO THE UNITED STATE	
	☐ WAREHOUSING AND BOT	TUNG DE	STILLED	SPIRI	TS	WIN	ILLED SPIRITS	
	PROCESSING (RECTIFYIN						T BEVERAGES	
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	b. X BONDED WINE PREMISES				d.	PURCHA	SING FOR RESALE AT WHOLESALE	
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	or while so engaged, sell, offer, or deliver for s	ale, contr	act to sel	l. or sh	ip in interstate o		BEVERAGES  mmerce the alcoholic beverages so distilled.	
	produced, rectified, blended or bottled, warehouse	oused and	bottled,	import				
	7. REASON FOR THE APPLICATION (use date a. X NEW BUSINESS		M/DD/YY	YY)	c. C	l cuance	IN OWNERSHIP	
	Anticipated start date 09/01/20	010			· _	Date of C	Change	
۵						Name, ad	ddress, and permit number(s) of predecessor	
	b. CHANGE IN CONTROL (Actual Submit Basic Permit(s) with this		nn.					
0	Date of Change							▼
	9.00 x 12.00 in ◀							<b>▶</b>
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