

## Permits Online — Screen Shot for Transfer in Bond Portion of the Original Alcohol Fuel Plant (AFP) Application:

The screenshot displays a web browser window with the URL <https://www.ttbonline.gov/permitsonline/>. The page shows a search results area with 'No records found.' and a 'TRANSFER IN BOND' form. The form contains the following fields and options:

- Serial Number:** [Text input field]
- To be Transferred - Spirits
- To be Transferred - Denatured Spirits
- Permit/Registry Number of Shipper:** [Text input field]
- Premise Address of Shipper:** [Text area]
- Company Name of Shipper:** [Text input field]
- Approval Date of Receiver Bond:** [Date picker]
- Do you have maximum bond coverage?:**  Yes  No
- Amount of Operations Coverage:** [Text input field]
- Quantity of Spirits Transferred:** [Text input field]
- Quantity of Denatured Spirits Transferred:** [Text input field]
- Comments:** [Text area]
- Name and Title of Authorized Person for Receiving Plant:** [Text input field]

Below the form is an 'Attachment' section with instructions: 'Click "Add" to search your computer for each of the required documents that need to be uploaded. Completing this section will require you to have previously saved each document on your computer.'

NOTE: The data entered on this screen, along with data identifying the receiving plant retrieved by the PONL system from stored data collected under other OMB control numbers, is equivalent to TTB F 5100.16, Application to Receive Spirits and/or Denatured Spirits by Transfer in Bond.

Summary screen:

https://www.ttonline.gov/permitsonline/ Forms/Publications/Templates TTB | Permits Online | Custom... TTB Online- Permits Online...

File Edit View Favorites Tools Help

U.S. Government Printing ... TTB Sharepoint Site TTB Web Phonebook TTBWEB Home Page Safety Tools

Add a Row Edit Selected Delete Selected

### CONSENT OF SURETY

Select "Add a Row" for each operation you plan to conduct that is not covered under your bond. Click [here](#) for a list of examples that will require a Change in Bond (Consent of Surety) NOTE: A TTB Form 5000.18, Change in Bond (Consent of Surety), must be completed and uploaded. ENTER THE INFORMATION BELOW FROM THE BOND THAT YOU ARE REQUESTING AN EXTENSION OF THE TERMS.

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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?	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:
No records found.					

Add a Row Edit Selected Delete Selected

### TRANSFER IN BOND

Select "Add a Row" if you will receive bulk spirits and/or denatured spirits in bond from another domestic distilled spirits plant or alcohol fuel producer. You must hold a current bond with sufficient operation coverage to cover the tax on the spirits and/or denatured spirits being transferred.

Note: Once approved a transfer in bond form will be generated and attached to your application. A copy should be supplied to the company who transferred the spirits.

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Serial Number	To be Transferred - Spirits	To be Transferred - Denatured Spirits	Permit/Registry Number of Shipper	Premise Address of Shipper	Company Name of Shipper	Approval Date of Receiver Bond	Do you have maximum bond coverage?	Amount of Operations Coverage	Quantity of Spirits Transferred	Quantity of Denatured Spirits Transferred	Comments	Narr Title
<input type="checkbox"/> 123456789	Yes	No	12345	123 Test Street City, State, Zip	Test Co.	08/14/2017	Yes					Autl Rec Plan Johr Own

Add a Row Edit Selected Delete Selected

### STATEMENTS AND DOCUMENTS

Based on the answers that you provided, TTB has compiled a list of supporting documents that must be submitted with this application. Every document identified must be uploaded to this application within 15 days from the date you submitted to TTB or your application will be abandoned.

**WARNING:** Any information added within this Section will NOT be saved if you place the application in a Save and Resume Status. Therefore, we recommend you to wait to complete this section until you are ready to submit the application.

If a document is on file with a previous submission, click ACTIONS and select EDIT to change your Method of Submission.

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Document Type	Document Type if Other	Comments	Method of Submission	Permit, Registry or Tracking Number if on file with TTB	Actions
<input type="checkbox"/> Lease Agreement or Proof of Property Ownership			Uploaded		Actions
<input type="checkbox"/> Diagram, Plant or Plan			Uploaded		Actions

4:58 PM 8/14/2017

Declaration screen:

The screenshot shows a web browser window with the URL <https://www.ttbonline.gov/permitsonline/>. The page header includes the TTB logo and the text "ALCOHOL AND TOBACCO TAX AND TRADE BUREAU U.S. Department of the Treasury". The user is logged in as Michael Hoover, with links for Collections (0), Reports (16), Account Management, and Logout.

The navigation menu includes "Home", "Alcohol Permits & Registrations", and "Tobacco Permits & Firearms Registration". Below the menu are links for "Create a New Application" and "Search Your Applications".

The main heading is "Application for New Alcohol Fuel Plant (Small, Medium, or Large)". A progress bar shows six steps: 1. Contacts & Location, 2. Application Information, 3. Business Information (current step), 4. Review and Submit, 5. Cash Bond Amount, and 6. (unlabeled).

**Step 3: Business Information > Declare & Acknowledge**

**Application Information**

**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.

I understand that I may not produce or receive product until the premises and operations are approved by the Director, National Revenue Center.

\* 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:

At the bottom, there is a footer with the Department of the Treasury logo and a note: "If you have difficulty accessing any information in the site due to a disability, please contact us via email ([Permits.Online@ttb.gov](mailto:Permits.Online@ttb.gov)) and we will do our best to make the information available to you."

