

Formulas Online (FONL) — Nonbeverage Formula and Process Application

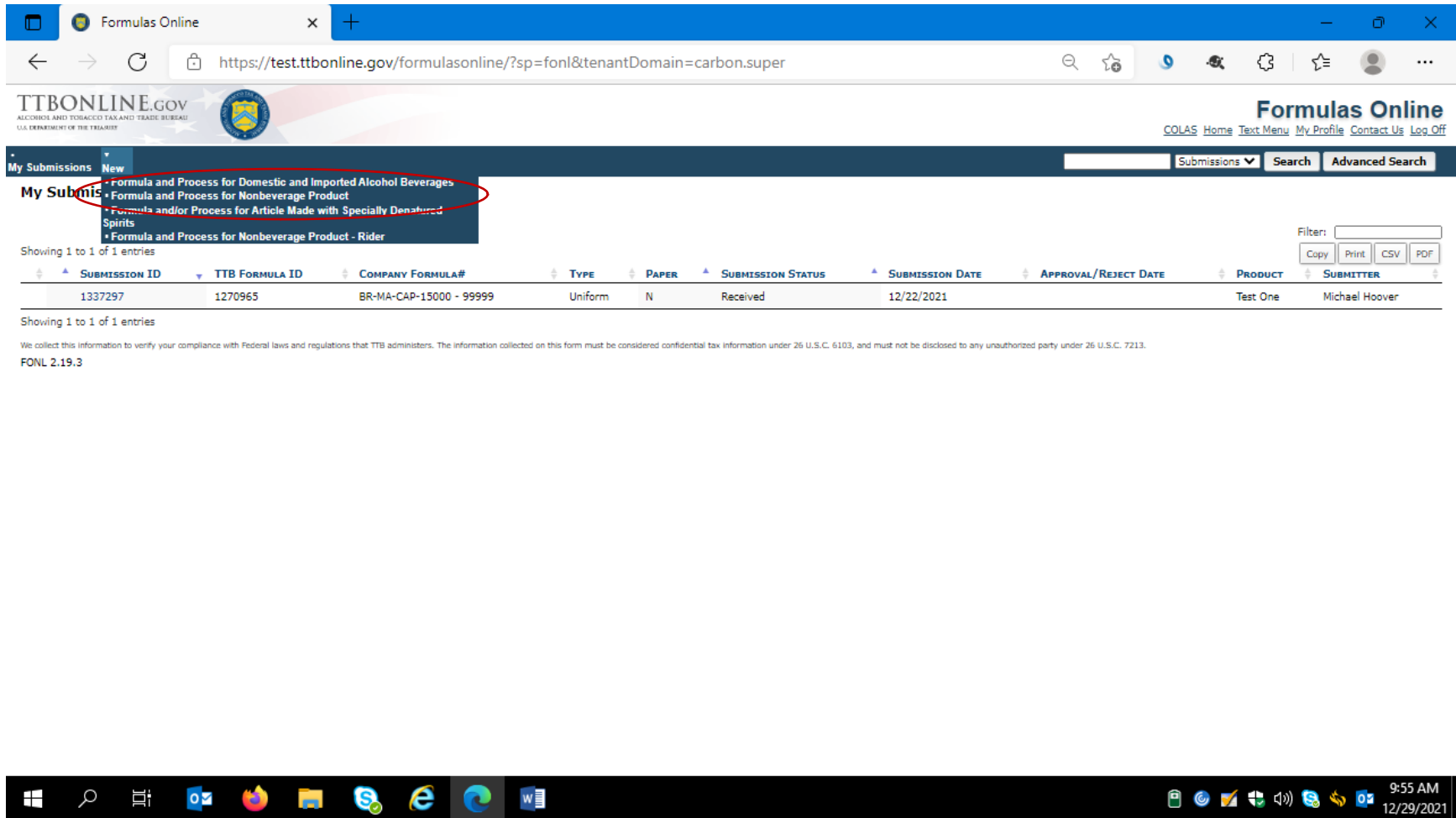
(Equivalent to TTB F 5154.1, Formula and Process for Nonbeverage Products)

The user logs on to Formulas Online (FONL):

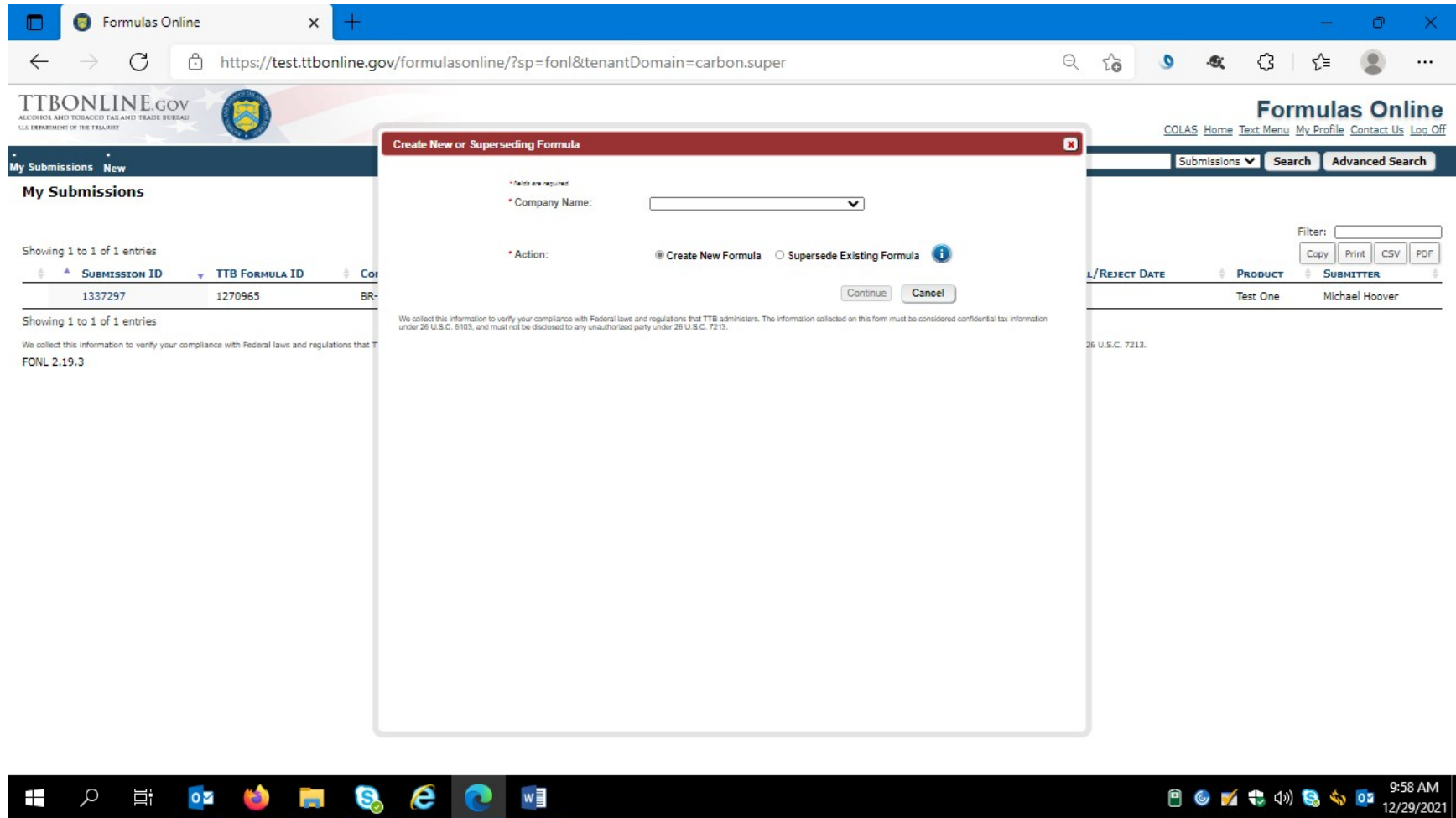
The screenshot shows a web browser window with the following elements:

- Browser Tab:** TTB Single Sign On
- Address Bar:** https://test-int.ttbonline.gov/authenticationendpoint/login.do?client_id=Jyg_WnxTZrYBZEhVfwU8y8Hn9Cga&comm...
- Header:** TTB Alcohol and Tobacco Tax and Trade Bureau, U.S. Department of the Treasury
- Breadcrumbs:** [TTB Home](#) > [TTB's Online Services](#) > [COLAs/Formulas Online](#)
- Login Form:**
 - Title:** LOG IN COLAs/Formulas Online
 - Links:** [Create an Account](#) | [Get Log In Help](#) | [Set New Password](#)
 - Fields:** Username, Password
 - Button:** Log in
 - Footer Links:** [Contact Us](#), [Privacy Policy](#), [Privacy Impact Assessment](#)
- System Tray:** 9:53 AM, 12/29/2021

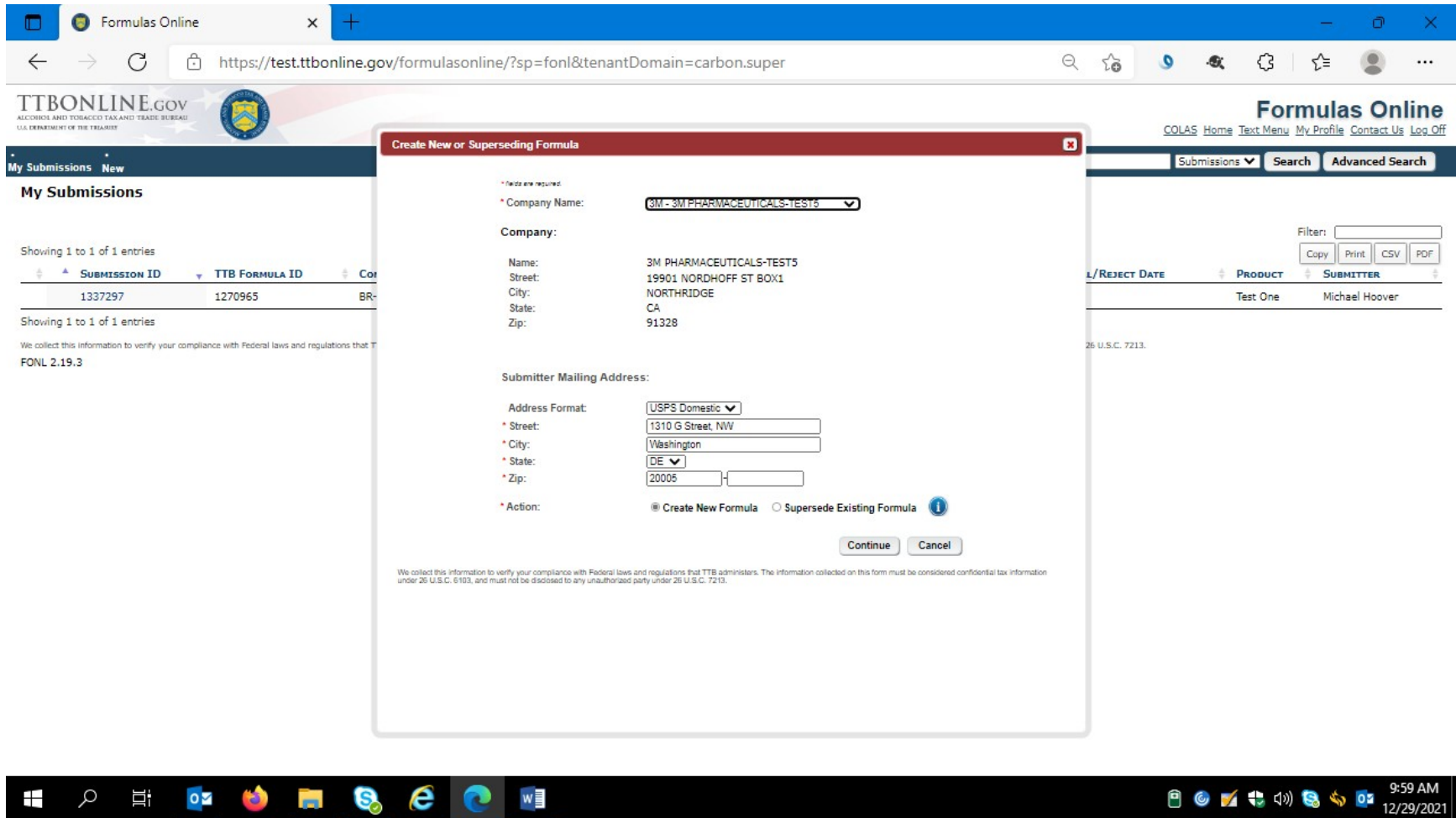
The user logs on and FONL presents the user with a screen showing their previous FONL submissions. Using the drop down menu under the “New” button, the user chooses the type of formula and process they will submit – in this case, “Formula and Process for Nonbeverage Product.”



After clicking “Formula and Process for Nonbeverage Product,” FONL presents the user with a dialogue box:



Selecting the appropriate company name from the drop down menu results in the company information auto-filling the dialog box, as shown below. The user selects “Continue” to proceed:



User selects the “Main” tab and completes the data fields:

The screenshot shows a web browser window with the URL <https://test.ttbonline.gov/formulasonline/drawback.do>. The page title is "Formulas Online" and it includes navigation links like "COLAS Home Text Menu My Profile Contact Us Log Off". The main content area is titled "Drawback" and has a red navigation bar with tabs: "Main", "Formula", "Samples", "Company", "Comments", and "Docs/Links". The "Main" tab is active. Below the tabs are links for "Comment" and "Upload".

There are two radio buttons: "Create New Formula" (selected) and "Supersede Existing Formula". Below this are several form fields:

- Company Formula #:** A dropdown menu showing "3M" and an empty text box.
- Company ID:** A text box containing "3M".
- Company Name:** A text box containing "3M PHARMACEUTICALS-TEST5".
- Company Address:** A text box containing "19901 NORDHOFF ST BOX1, NORTHRIDGE, CA, 91328".
- Product Name:** An empty text box.
- Product Type:** A dropdown menu.
- Kind and Proof of Spirits On Which Drawback Will Be Claimed:** An empty text box.

Below the form fields is a "Contacts" section with a table header:

Address Type	Name	Telephone	E-mail Address
Perjury Statement			

Under the "Perjury Statement" section, there is a checkbox and the text: "Under the penalties of perjury, I declare that all the statements appearing on this application, including supplemental documents, are true and correct to the best of my knowledge and belief. I also certify that I have read, understood, and complied with the conditions and instructions for filing this application." Below this text are four buttons: "Save as Draft", "Validate", "Cancel", and "Next »".

At the bottom of the page, there is a small disclaimer: "We collect this information to verify your compliance with Federal laws and regulations that TTB administers. The information collected on this form must be considered confidential tax information under 26 U.S.C. 6103, and must not be disclosed to any unauthorized party under 26 U.S.C. 7213. FONL 2.19.3"

The Windows taskbar at the bottom shows the time as 10:08 AM on 12/29/2021.

The user then clicks “Next.”

(12-2021)

The user then completes the "Formula" tab:

The screenshot shows the TTB Formulas Online web application. The browser address bar displays the URL: https://test.ttbonline.gov/formulasonline/drawback.do?OWASP_CSRFTOKEN=A6M5-FCZ7-1MZ9-ZXMF-A4MV-K0M...

The page header includes the TTB logo and navigation links: COLAS, Home, Text Menu, My Profile, Contact Us, Log Off. A search bar is located in the top right corner.

The main content area is titled "Drawback" and features a navigation menu with tabs: Main, Formula (selected), Samples, Company, Comments, Docs/Links. Below the menu are links for "Comment" and "Upload".

A section titled "What does TTB look for?" includes a link: [Tips for getting your formula approved for Drawback](#).

The "Summary" section contains the following fields:

- Product Name:
- Test 1: English Metric
- Measurements Used:
- Process Type:

	Low	High	UNIT	TOLERANCE
Eligible Absolute Alcohol Used:	<input type="text"/>	<input type="text"/>	% w/v	<input type="text"/>
Alcohol Content of Finished Product:	<input type="text"/>	<input type="text"/>	% w/v	<input type="text"/>
Eligible Plus Recovered Spirits:	<input type="text"/>	<input type="text"/>	% w/v	<input type="text"/>

Is calculated alcohol content of finished product not the same as declared alcohol content?

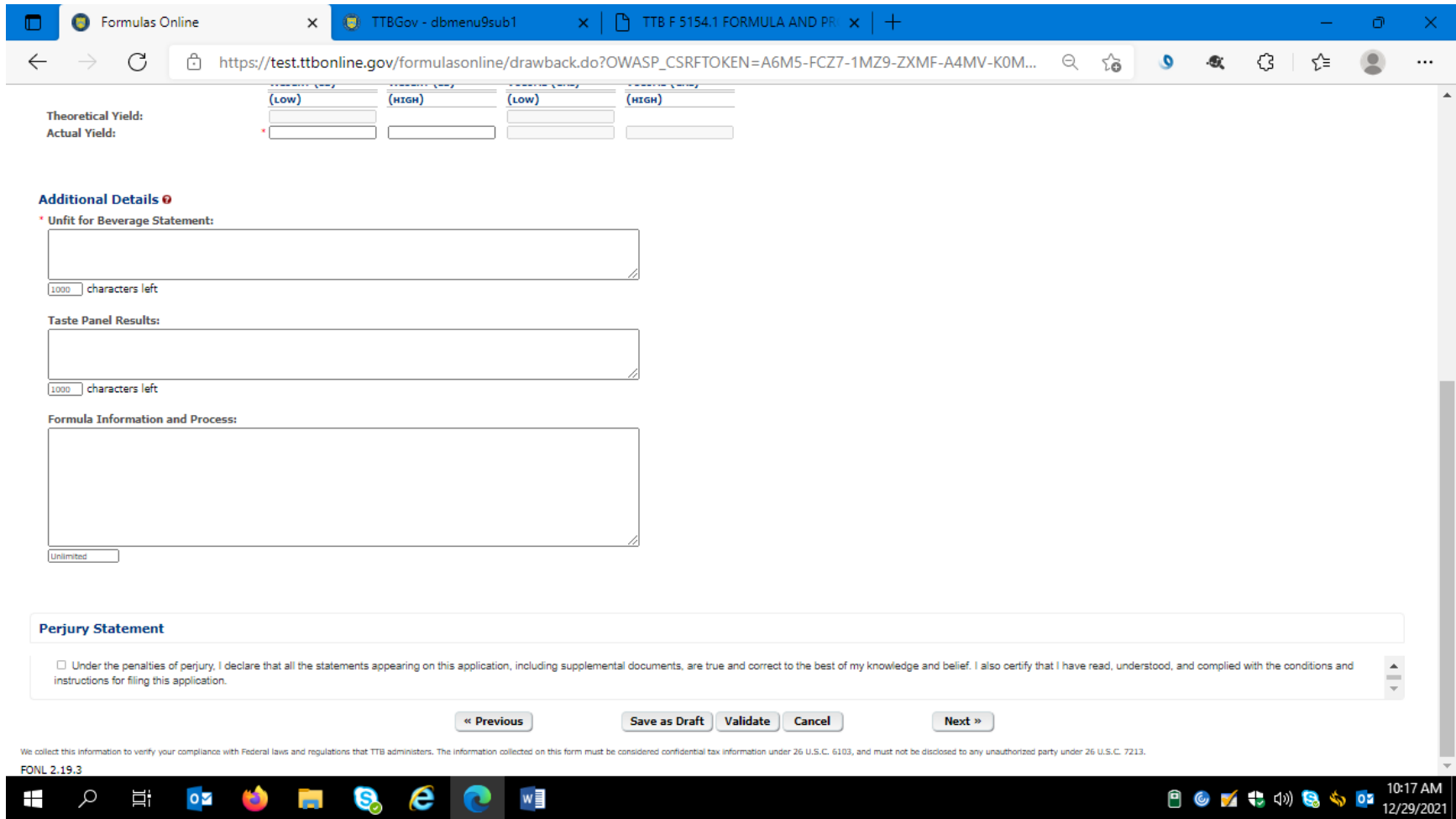
- Density of Finished Product: lbs per gallon
- Number of Days to Complete Process:

	WEIGHT (LB) (LOW)	WEIGHT (LB) (HIGH)	VOLUME (GAL) (LOW)	VOLUME (GAL) (HIGH)
Theoretical Yield:	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Actual Yield:	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

The "Additional Details" section includes a field for "Unfit for Beverage Statement":

The Windows taskbar at the bottom shows the system clock as 10:16 AM on 12/29/2021.

Formula tab continued:



The user then clicks "Next."

(12-2021)

User completes the “Sample” tab if TTB requires the submission of a sample of the product in question:

The screenshot shows a web browser window with the URL https://test.ttbonline.gov/formulasonline/drawback.do?OWASP_CSRFTOKEN=A6M5-FCZ7-1MZ9-ZXMF-A4MV-K0M.... The page is titled "Drawback" and has a navigation menu with tabs: Main, Formula, Samples (selected), Company, Comments, and Docs/Links. Below the tabs are links for "Comment" and "Upload".

The "Sample Detail" section features a table with the following columns: SAMPLE ID, LIMS ID, QUANTITY, UNIT, % FILL, DESCRIPTION OF CONTENTS, DATE SENT, and DATE RECEIVED. An "Add" button is located below the table.

A "Perjury Statement" section contains a checkbox and the text: "Under the penalties of perjury, I declare that all the statements appearing on this application, including supplemental documents, are true and correct to the best of my knowledge and belief. I also certify that I have read, understood, and complied with the conditions and instructions for filing this application."

At the bottom of the form are buttons: "<< Previous", "Save as Draft", "Validate", "Cancel", and "Next >>".

Small text at the bottom of the page reads: "We collect this information to verify your compliance with Federal laws and regulations that TTB administers. The information collected on this form must be considered confidential tax information under 26 U.S.C. 6103, and must not be disclosed to any unauthorized party under 26 U.S.C. 7213. FONL 2.19.3"

The Windows taskbar at the bottom shows the time as 10:19 AM on 12/29/2021.

The user then clicks “Next.”

(12-2021)

User updates the Company information tab as necessary:

The screenshot shows a web browser window with the URL https://test.ttbonline.gov/formulasonline/drawback.do?OWASP_CSRFTOKEN=A6M5-FCZ7-1MZ9-ZXMF-A4MV-K0M.... The page title is "Formulas Online" and it includes navigation links for COLAS, Home, Text Menu, My Profile, Contact Us, and Log Off. The main content area is titled "Drawback" and has a tabbed interface with "Company" selected. Below the tabs are links for "Comment" and "Upload".

The "Company/Address Detail" section contains a table with the following data:

ADDRESS TYPE	COMPANY CODE/NAME	ADDRESS	PHONE NUMBER	START DATE	END DATE
<input type="checkbox"/> Company	3M - 3M PHARMACEUTICALS-TESTS	19901 NORDHOFF ST BOX1, NORTHRIDGE, CA, 91328			
<input type="checkbox"/> Mailing	Michael Hoover	1310 G Street, NW, Washington, DE, 20005	2024532135		

Below the table are "Add" and "Delete" buttons. A "Perjury Statement" section contains a checkbox and the text: "Under the penalties of perjury, I declare that all the statements appearing on this application, including supplemental documents, are true and correct to the best of my knowledge and belief. I also certify that I have read, understood, and complied with the conditions and instructions for filing this application." Navigation buttons include "Previous", "Save as Draft", "Validate", "Cancel", and "Next".

At the bottom, a disclaimer states: "We collect this information to verify your compliance with Federal laws and regulations that TTB administers. The information collected on this form must be considered confidential tax information under 26 U.S.C. 6103, and must not be disclosed to any unauthorized party under 26 U.S.C. 7213. FONL 2.19.3"

The Windows taskbar at the bottom shows the time as 10:21 AM on 12/29/2021.

(12-2021)

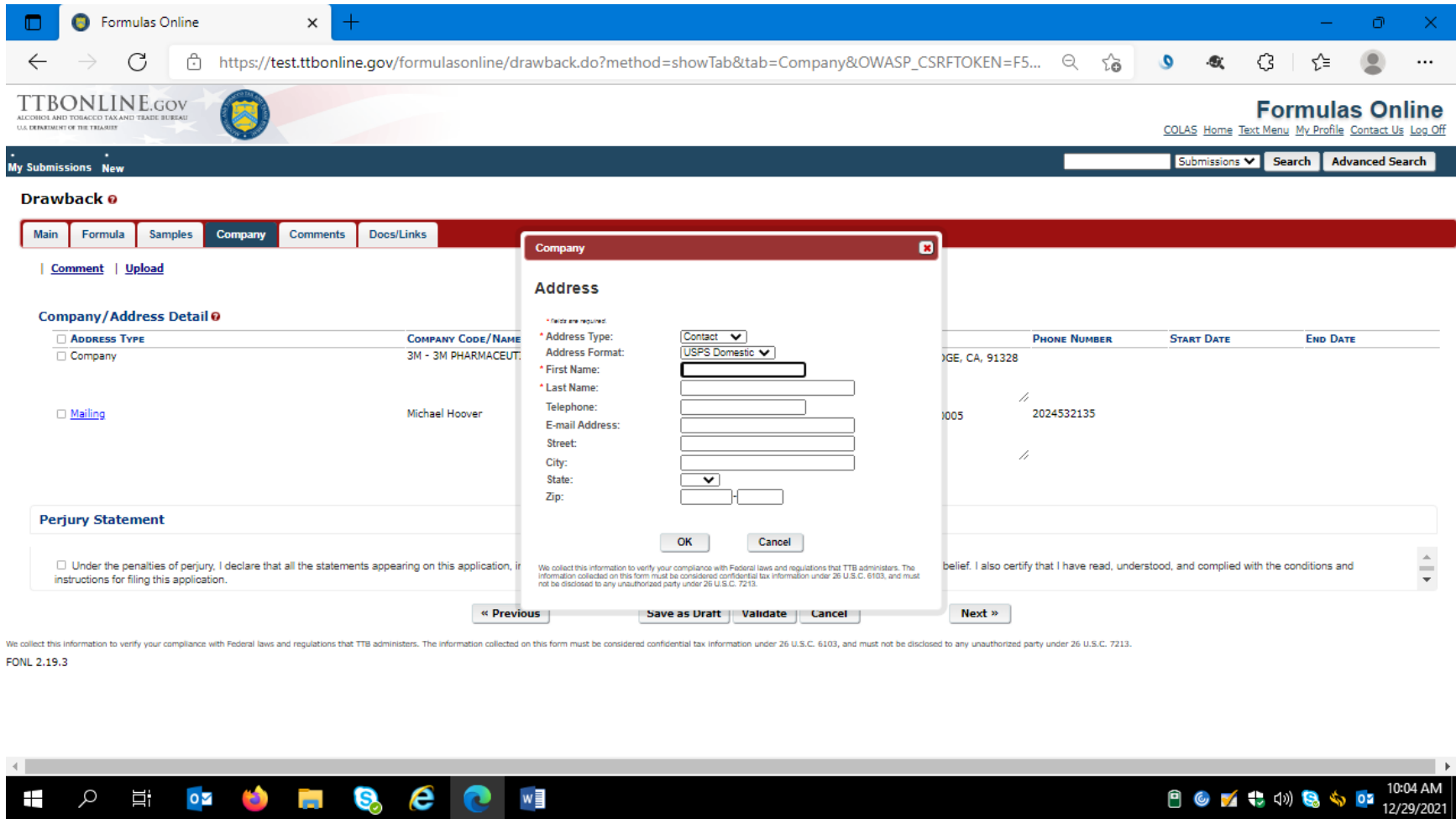
Clicking the “Add” button results in this screen:

The screenshot shows a web browser window with the URL https://test.ttbonline.gov/formulasonline/drawback.do?method=showTab&tab=Company&OWASP_CSRFTOKEN=F5.... The page header includes the TTBONLINE.GOV logo and navigation links like Home, Text Menu, My Profile, Contact Us, and Log Off. The main content area is titled "Drawback" and has tabs for Main, Formula, Samples, Company, Comments, and Docs/Links. The "Company" tab is active, showing a "Company/Address Detail" section with a table of entries. A modal window titled "Company" is open, displaying an "Address" form with a dropdown menu for "Address Type" and "OK" and "Cancel" buttons. Below the modal, there is a "Perjury Statement" section with a checkbox and a text area. At the bottom of the modal, there are navigation buttons: "Previous", "Save as Draft", "Validate", "Cancel", and "Next".

Address Type	COMPANY CODE/NAME	PHONE NUMBER	START DATE	END DATE
<input type="checkbox"/> Company	3M - 3M PHARMACEUTICALS	1005	2024532135	

Under the penalties of perjury, I declare that all the statements appearing on this application, in support of this application, are true and correct to the best of my knowledge and belief. I also certify that I have read, understood, and complied with the conditions and instructions for filing this application.

The user selects the type of Address to add, and completes the necessary data fields:



The user clicks "Ok" to add the contact information, and then clicks "Next" to proceed to the Comments screen.

User completes the Comments tab as necessary:

The screenshot displays the 'Formulas Online' web application interface. The browser's address bar shows the URL: https://test.ttbonline.gov/formulasonline/drawback.do?method=showTab&tab=Comments&OWASP_CSRFTOKEN=.... The page header includes the TTB logo and navigation links such as 'COLAS Home Text Menu My Profile Contact Us Log Off'. The main content area is titled 'Drawback' and features a red navigation bar with tabs for 'Main', 'Formula', 'Samples', 'Company', 'Comments', and 'Docs/Links'. The 'Comments' tab is selected. Below the tabs, there are links for 'Comment' and 'Upload'. The 'Comments Detail' section contains an 'Add' button and a 'Perjury Statement' section with a checkbox and a text area. At the bottom of the page, there are buttons for '<< Previous', 'Save as Draft', 'Validate', 'Cancel', and 'Next >>'. The Windows taskbar is visible at the bottom of the screen, showing the time as 10:22 AM on 12/29/2021.

The user then clicks "Next."

(12-2021)

The user completes the Documents/Links tab as necessary:

The screenshot shows the TTB Formulas Online application interface. The browser address bar displays <https://test.ttbonline.gov/formulasonline/drawback.do>. The page header includes the TTB logo and navigation links: COLAS, Home, Text Menu, My Profile, Contact Us, Log Off. The main navigation bar shows 'My Submissions' and 'New'. The 'Drawback' section has tabs for 'Main', 'Formula', 'Samples', 'Company', 'Comments *', and 'Docs/Links'. Below the tabs are links for 'Comment' and 'Upload'. The 'Submission Documents' section features a table with columns: TYPE, DESCRIPTION, INVALIDATED, FILE, SIZE, and DATE, and an 'Upload' button. The 'Submission Links' section has columns for SUBMISSION ID and DESCRIPTION, with 'Add' and 'Delete' buttons. A 'Perjury Statement' section contains a checkbox and a text area with the text: 'Under the penalties of perjury, I declare that all the statements appearing on this application, including supplemental documents, are true and correct to the best of my knowledge and belief. I also certify that I have read, understood, and complied with the conditions and instructions for filing this application.' At the bottom, there are navigation buttons: '<< Previous', 'Save as Draft', 'Validate', 'Cancel', and 'Submit'. A footer note states: 'We collect this information to verify your compliance with Federal laws and regulations that TTB administers. The information collected on this form must be considered confidential tax information under 26 U.S.C. 6103, and must not be disclosed to any unauthorized party under 26 U.S.C. 7213. FONL 2.19.3'. The Windows taskbar at the bottom shows the system clock as 10:23 AM on 12/29/2021.

The user then clicks "Next."

(12-2021)

Clicking “Validate” causes the FONL system to generate a list of errors that require correction:

The screenshot shows the TTB Formulas Online interface. The browser address bar displays the URL: https://test.ttbonline.gov/formulasonline/drawback.do?OWASP_CSRFTOKEN=A6M5-FCZ7-1MZ9-ZXMF-A4MV-K0M...

The page header includes the TTBONLINE.GOV logo and navigation links: COLAS, Home, Text Menu, My Profile, Contact Us, Log Off. The main navigation bar shows "My Submissions" and "New" with a search bar and "Submissions", "Search", and "Advanced Search" buttons.

The main content area is titled "Drawback" and displays the following error messages:

Errors:

Formula Tab

- Eligible Plus Recovered Spirits - Low cannot exceed 3 decimal places.
- For Simple Mixture: Actual Yield (Weight) must equal calculated Theoretical Yield - Weight. Ensure all ingredients are entered correctly or adjust the Actual Yield.
- There are no components entered. Ensure that all relevant components are entered in the appropriate section of the Formula tab. Refer to the [Drawback Tutorial](#) for more information.

Below the errors is a tabbed interface with "Docs/Links" selected. It includes links for "Comment" and "Upload".

The "Submission Documents" section features a table with columns: TYPE, DESCRIPTION, INVALIDATED, FILE, SIZE, and DATE. An "Upload" button is located below the table.

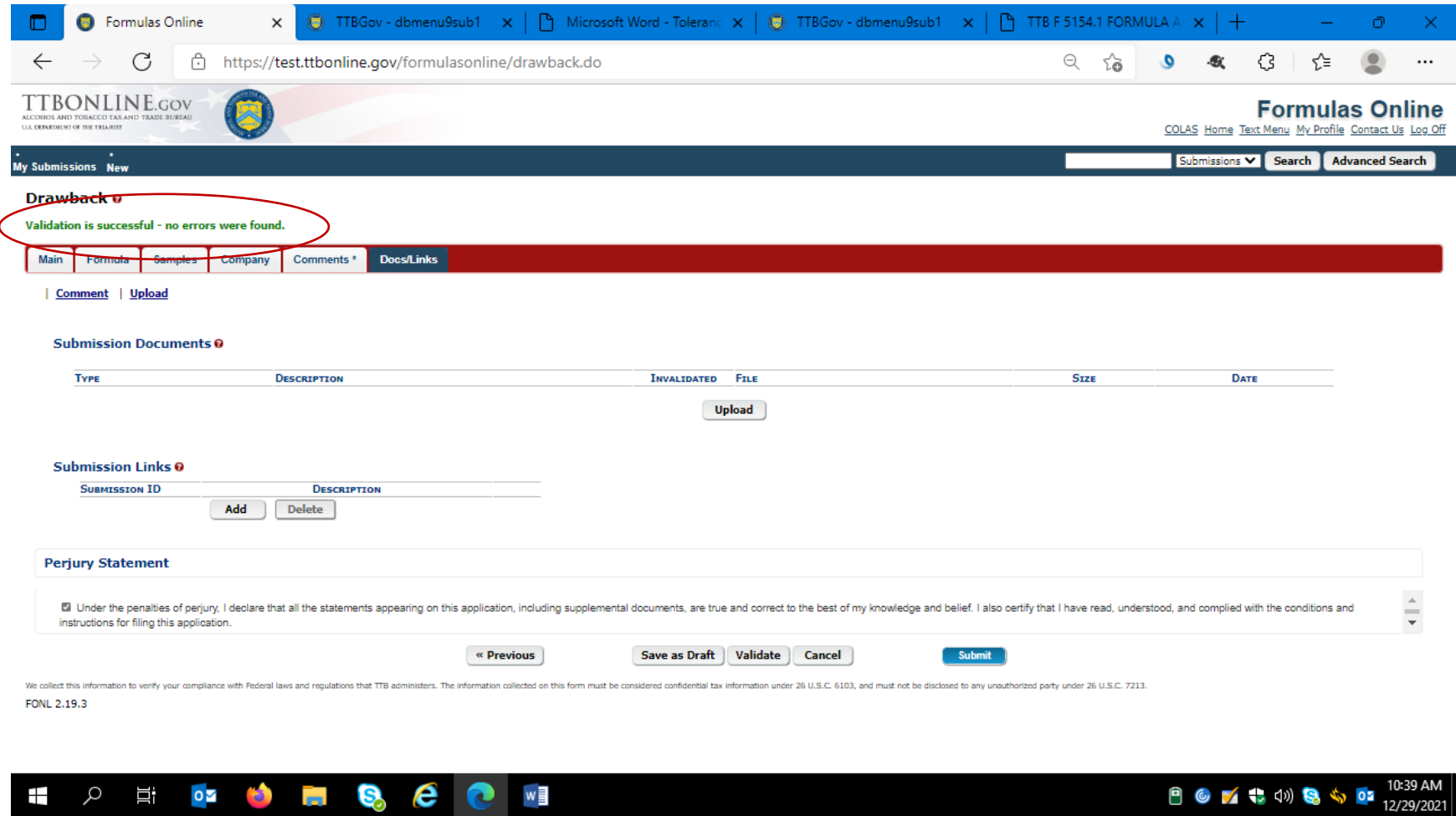
The "Submission Links" section has a table with columns: SUBMISSION ID and DESCRIPTION. It includes "Add" and "Delete" buttons.

The "Perjury Statement" section contains a checkbox and the text: "Under the penalties of perjury, I declare that all the statements appearing on this application, including supplemental documents, are true and correct to the best of my knowledge and belief. I also certify that I have read, understood, and complied with the conditions and instructions for filing this application."

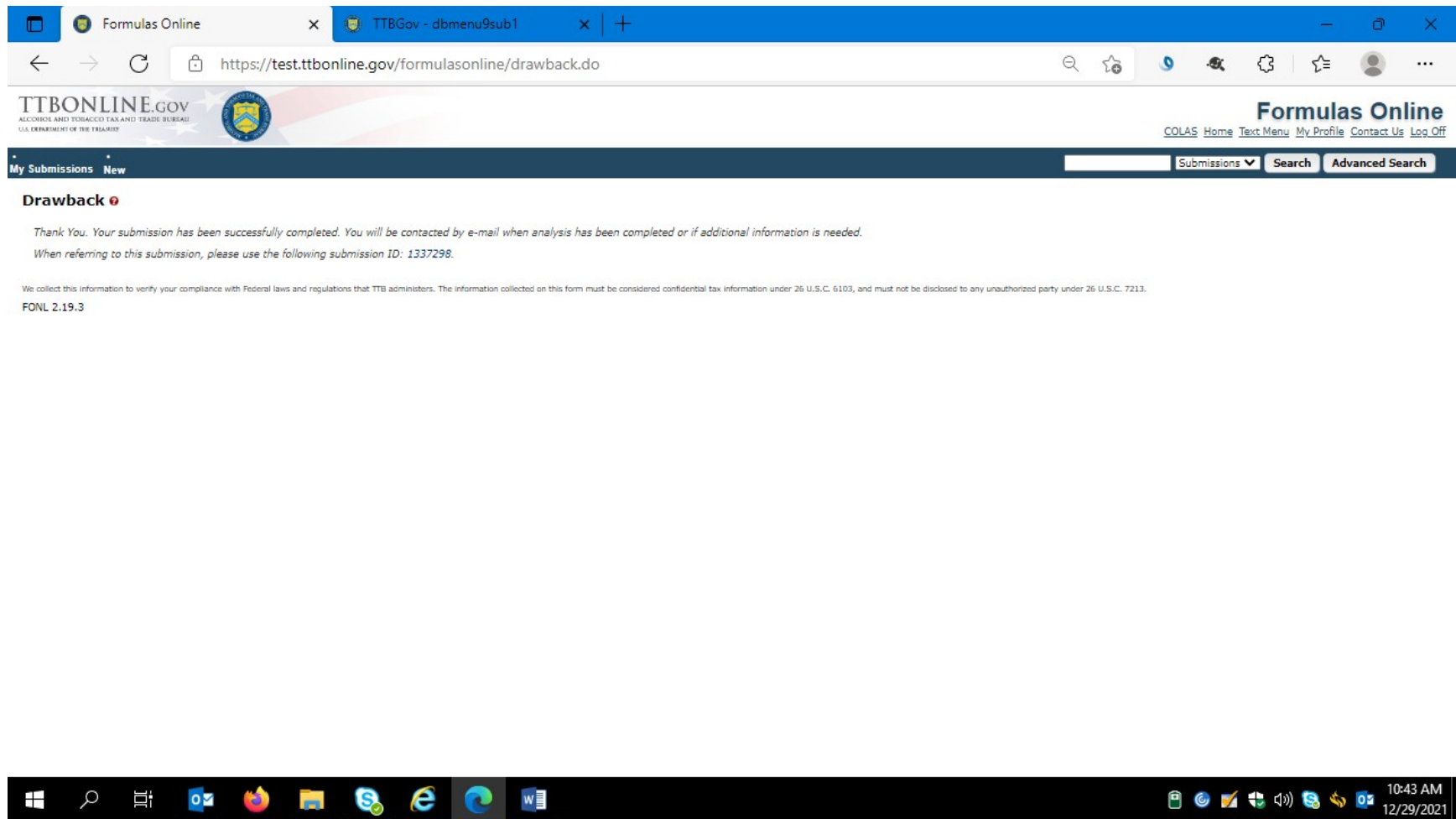
At the bottom of the page, there are navigation buttons: "Previous", "Save as Draft", "Validate", "Cancel", and "Submit".

The Windows taskbar at the bottom shows the system clock as 10:24 AM on 12/29/2021.

After correcting the noted errors, the user will see a message “Validation is successful – no errors were found” – as shown here:



The user then accepts the Perjury Statement and clicks “Submit.” The user will receive a successful submission message:



The user then logs out of the FONL system.

==== END ====

(12-2021)