#### Additional Guidance (https://www.ttb.gov/main-pages/presentations#distilled)

#### Presentations



We periodically participate in industry conferences and seminars to provide training or relevant TTB-related information. We also occasionally hold our own training events, such as webinars or seminars.

• TIP: If you're looking for TTB Boot Camp resources, visit our <u>TTB Boot Camp Webinar Series</u> page, where we post video recordings of each session and downloadable versions of presentation slides.

We're sharing those presentations here for everyone's benefit. Choose from the topics below to see a listing of related presentations.

Some presentations may contain outdated email addresses. Please visit our Contact Us page for the most up-to-date contact information.



#### <u>Distilled Spirits Formulas and Labels: What is the Connection (2024)</u>

• Distilled Spirits Formulas and Labels: What is the Connection-Companion Chart of Example Products

Alcohol Beverage Advertising (February 2024)

#### TTB Boot Camp for Distillers Webinar Series

- Part 1: Overview and Permits [<u>Watch Recording</u> ] [<u>View Slides</u>]
- Part 2: Records, Reports, and Returns [Watch Recording®] [View Slides]
- Part 3: Formulas [Watch Recording®] [View Slides]
- Part 4: Labeling [Watch Recording ] [View Slides]
- Part 5: What to Expect in a Plant Product Integrity Investigation [Watch Recordings ] [View Slides]
- Part 6: What to Expect in a Distilled Spirits Plant Excise Tax Audit [Watch Recordingar] [View Slides]



#### Whisky Webinar (2018)

This presentation covers the basics of whisky production, formulas, and labeling.

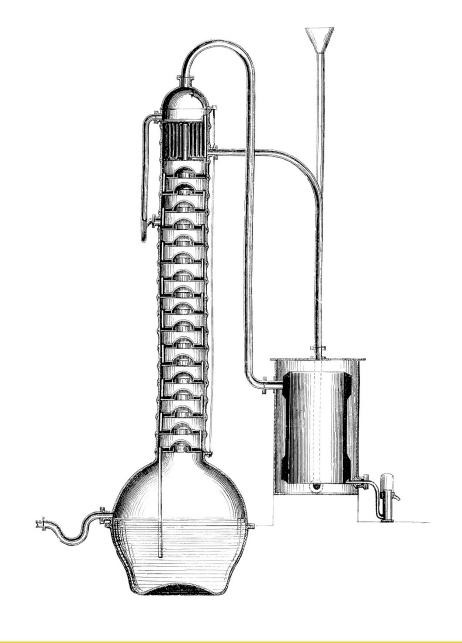


See Part 2 slides below.



RECORDS, REPORTS, AND RETURNS

## Records, Reports, and Returns





#### Notice:

- This information is being presented to help the public to understand and comply with the laws and regulations that the Alcohol and Tobacco Tax and Trade Bureau administers
- It is not intended to establish any new, or change any existing, definitions, interpretations, standards, or procedures regarding those laws and regulations
- In addition, this presentation may be made obsolete by changes in laws and regulations - please consult the regulations for the most current regulatory requirements
- Sample documents (such as records, returns, and labels) are for illustrative purposes only and contain fictitious data



## Typical TTB Touchpoints for Beverage Distilled Spirits Industry Members

Qualify as a Distilled Spirits Plant (DSP)



Apply for formula approval (if needed)



Produce distilled spirits; keep records



Apply for label approval





Report changes after original qualification (amendments)



File tax return, pay taxes, file operational reports



Bottle and remove; keep records



	nd Trade Bureau	We Are What We Do	TTB Audiences Reso	REPORT FRAUD: TTB Tips Online  In the second secon
PROGRAM AREAS	REGS & GUIDANCE	TAXES AND FILING	ONLINE SERVICES	ENFORCEMENT
Beverage Alcohol Nonbeverage Alcohol	Laws Regulations	Tax Reform (CBMTRA) Pay.gov	Permits Online COLAs Online	Tip Line Offers in Compromise
Tobacco Formulation Labeling Advertising Market Compliance Trade Practices International Affairs Firearms and Ammunition	Rulings Procedures Industry Circulars Federal Register Publications Other Guidance	Tax Due Dates Tax Rates Preparing Returns File Disaster Claims Special Occupational Tax	Formulas Online Pay.gov Public COLA Registry Online Help Center	Investigations Audits Tax Services Beverage Alcohol Product Diversion Tobacco Diversion

https://www.ttb.gov/index.shtml



### Using TTB.gov

#### TTB Regulated Industries













### Operational Reports Tutorials

#### TTBGov - Forms Helpful Hints and Tips



TTB Form 5110.11

Before you begin FAQ

Form 5110.11 Helpful Hints

How to avoid progems

Tools (+/-)

Glossary of Terms

File online at Pay.gov

#### **Operational Reports Tutorials**

These tutorials guide you through the various form fields. You may also conveniently file these reports electronically using Pay.gov.

- 5110.11 Monthly Report of Storage Operations
- 5110.28 Monthly Report of Processing Operations
- 5110.40 Monthly Report of Production Operations
- 5110.43 Monthly Report of Processing (Denaturing) Operations
- 5120.17 Report of Wine Premises Operation
- 5130.9 Brewer's Report of Operations
- 5620.8b Claim -- Alcohol and Tobacco Tax and Trade Bureau Taxes

#### Click **Helpful Hints** to view

Have you tried filing your TTB Form 5110

Click a link on the left to display a resource for d

_		WHI	SKY <sup>™</sup>		BR	AND	Υ		
TRANSACTIONS	DISTILLED	AT	DISTILLED	AT	DISTILLED	ΑT	DISTILLED A	Г	RU
	160° AND UN	DER	OVER 160	°	170° AND UN	DER	OVER 170°		
(a)	(b)		(c)		(d)		(e)		(f)
1.0-1	Line 2	on.	the proviou	0 50	nort				
1. On hand first of month			the previou			_			
2. Deposited in bulk storage <sup>1/</sup>	Line 1	Pro	oduction Re	port	and all Tr	ansf	ers in Bond		
3. Received from Customs custody									
Returned to bulk storage									
5.									
6. TOTAL (Lines 1 through 5)	Line 6	and	Line 24 mu	st al	ways matcl				
	_							_	
7. Taxpaid	lo sho	w or	ı Tax Returi	n wr	nen actually	rem	noved from	stora	age acco
8. Use of the United States									



### Records, Reports, & Returns

Records

Operational Reports

Excise Tax Return



#### **27 CFR part 19 DISTILLED SPIRITS PLANTS**

- Records start from the receipt of materials
- Gauge record requirements
- Records transferring product from area to area
- Records for each area
- Records are required for everything from production to the product going out the door

27 CFR 19.571- 19.627



### Records, Reports, & Returns

Records

Operational Reports

Excise Tax Return



- Reports are due the 15th of the following month following the close of the reporting period
- All required reports must be filed monthly
  - Even if no activity!
  - Reports may not be filed quarterly or annually

27 CFR 19.632



### Reporting Requirements

- Approved as Distiller
  - must file Production report TTB F 5110.40
- Approved as Warehouseman
  - must file the Storage Report TTB F 5110.11
- Approved as Bottler, Processor or Rectifier
  - must file the Processing Report TTB F 5110.28
- Approved for Denaturing Spirits (Industrial)
  - must file the Processing (Denaturing) Report TTB F 5110.43

27 CFR 19.632



### What Operations are You Approved For?

7. PER	MIT GRANTED FOR (ONE TYPE OF OPERATION ONLY)
Purs	suant to the application of the date indicated in item 4, you are authorized and permitted to engage, at the above address, in the business of:
а. 🗶	Distilled Spirits - X distiller rectifier (processor) X warehouseman and/or X warehouseman and bottler and while so engaged, to sell, offer or deliver for sale, contract to sell or ship, in interstate or foreign commerce, the distilled spirits so distilled or rectified, or warehoused and bottled, or the wines so rectified,
b	Wine - producer and blender blender and w hile so engaged, to sell, offer or deliver for sale, contract to sell or ship, in interstate or foreign commerce, the wine so produced or blended,
c	Importer - importing into the United States the following alcoholic beverages: w hile so engaged, to sell, offer to deliver for sale, contract to sell or ship, in interstate or foreign commerce, the alcoholic beverages so imported,
d	Wholesaler - Purchasing for resale at w holesale the follow ing alcoholic beverages: w hile so engaged, to receive or to sell, offer or deliver for sale, contract to sell or ship, in interstate or foreign commerce, the alcoholic beverages so Purchased.



### Each report matches up to a section of your distillery

- **Production area**: Where the still is located and where the spirits come into existence
- Storage area: Designated area to store product. Can be for a short period or for years
- Processing area: Where most of the blending, bottling and bottle storage occurs



## Monthly Report of Production Operations: TTB F 5110.40

- Shows when the product comes off the still
- Shows where the product goes after production
- Report by product classification
- List what materials were used to make the product



## Monthly Report of Production Operations: TTB F 5110.40

	DEPARTMENT OF THE TREA	E BUREAU (TTB)		PROPRIETOR							3. MONTH AND YE	AR
	HLY REPORT OF PRODUCTION		S 4. LOCATION	OF PLANT							5. PLANT NUMBER DSP	3
(PI	PREPARE IN DUPLICATE, EE INSTRUCTIONS	BELOW)		DARTI TRA	NO A OTIONO						DOF	
				PART I - TRAI	NSACTIONS							
	TRANSACTION					PROOF GALLON	IS					
	TRANSACTION (a)	WH	ISKY	BRA	NDY	RUM	GIN	VODKA	ALCOHOL A	ND SPIRITS	OTHER	
	(4)	160° AND UNDER (b)	OVER 160° (c)	170° AND UNDER (d)	OVER 170° (e)	(f)	(g)	(h)	190° AND OVER (Distillation Proof)	UNDER 190° (Distillation Proof)	(Identify) (k)	TOTAL (I)
1. TAX PAYN	MENT	ТО	SHOW ON TAX	RETURN	WHEN	PRODUCT	WAS REMO	VED FROM	PRODUCTION	ACCOUNT	, ,	
2. USE OF U	U.S.											
3. HOSPITAL	L, SCIENTIFIC, OR EDUCATIONAL USE 1											
4. EXPORT												
5. TRANSFE	ER TO FOREIGN TRADE ZONE											
王 6. TRANSFE	ER TO CMBW											
7. USE AS S	SUPPLIES ON VESSELS OR AIRCRAFT											
	VINE PRODUCTION											
9. ENTERED	D IN PROCESSING ACCOUNT	MUST BE	EQUAL OR LES	S THAN AM	OUNT ON LI.	NE 2 (c) PRO	CESSING .	REPORT				
	D FOR TRANSFER IN BOND											
11. ENTERED	D IN STORAGE ACCOUNT	MUST BE	EQUAL OR LESS	THAN AMO	UNT ON LINE	2 STORAGE	REPORT					
12. WITHDRA	AWN FOR RESEARCH, DEVELOPMENT, TING <sup>2</sup>											
13.												
14. PRODUCE	ED (Total, Lines 1 through 13)	Part III LINE 1-3	Part III Line 4	Part IVLine1&2	Part IVLine 3-4				Part II			
15. RECEIVE	D FOR REDISTILLATION <sup>3</sup>	INCLUDE	LINE 18 OF STO	RAGE REPO	RT AND LIN	E 17 & 37 OF	PROCESSING	REPORT ON	THIS LINE			
16. 4												
17. PHYSICAL INVEN END OF CALEN	NTORY- (a) RECEIVED FOR REDISTILLATION <sup>3</sup>		·									
QUARTER	(b) UNFINISHED SPIRITS											



## Monthly Report of Storage Operations: TTB F 5110.11

- Shows product coming from the production area
- Shows product received onto the distillery premises
- Shows where the product goes to after storing it
- Your on hand beginning and on hand ending will show if you are storing for longer periods
- There is no time limit for how long something sits in this area before you have to report it, whether you store something briefly or for years



## Monthly Report of Storage Operations: TTB F 5110.11

DEPARTMENT OF THE TREASURY ALCOHOL AND TOBACCO TAX AND TRADE BUREAU (TTB)							REPORT COVERS  DOMESTIC SPIRITS AND ALL WINES IMPORTED SPIRITS											
MONTHLY	REPORT	OF	STORAG	ΕC	PERATION	ON	<u>s</u>			☐ PI		ICAN SPIRITS	_		] VII	RGIN ISLANDS	SPIR	RITS
Every proprietor as a warehouseman n	NSTRUCTIONS  ivery proprietor as a warehouseman must prepare this form monthly, in  The remaining copy must be retained by the									te	NAME	OF PROPRIETO	R					
duplicate. Forward the original to the D 550 Main St, Ste 8002, Cincinnati, OH day of the month following that for whice	45202-5215, not l	ater th	nan the 15th	Puert	o Rican spirits,	and s	for domestic spirit pirits from the U.S ed on TTB F 5110	S. Vi	rgin Islands. Der	naturing	LOCA	TION OF PLANT						
day of the month following that for which	n the report is rer	idered	1.	opera	uons must be n	ероп	ed OII I I B F 31 I O	1.43.	PROOF GA	LLONS								
			SKY <sup>6/</sup>			AND			111001 011			1				ID SPIRITS		THE
TRANSACTIONS	DISTILLED		DISTILLED OVER 160		DISTILLED 170° AND UN		DISTILLED AT OVER 170°		RUM		GIN	VODKA		190° AND OVE	ER	UNDER 190°		
(a)	(b)	DEIX	(c)		(d)	DEIX	(e)		(f)		(g)	(h)		(i)		(i)	$\perp$	(l
1. On hand first of month	Line 2	3 on	the previou	s re	port													
2. Deposited in bulk storage <sup>1/</sup>	Line 1	1 Pro	oduction Re	port	and all Tra	ansf	ers in Bond_	_										
3. Received from Customs custody		$oxed{oxed}$						4							_		$\perp$	
4. Returned to bulk storage		$oxed{oxed}$						4							_		$\bot$	
5.																	$\perp$	
6. TOTAL (Lines 1 through 5)	Line 6	and	Line 24 mu	st al	ways match			_									_	
7. Taxpaid	To sho	w or	n Tax Retur	n wh	nen actually	ren	noved from sto	ora	ge account									
8. Use of the United States																		
9. Hospital, scientific educational use	ט																	
10. Export																		
11. Transfer to foreign-trade zone																		
10. Export  11. Transfer to foreign-trade zone  12. Transfer to CMBW  13. Use as supplies on vessels and airce																		
13. Use as supplies on vessels and airc	raft																	
14 Transfer to honded winery																		



## Monthly Report of Processing Operations: TTB F 5110.28

- Shows what was received from production, storage, other distilleries or customs
- Addition of flavors, blending, bottling
- Removal of bottled product
- Tax determination of bottled product occurs
- Storage of bottled product
- Reclassification of product can occur

## Monthly Report of Processing Operations: TTB F 5110.28

					OIVIB NO.	1513-0041 (01/31/2014)
DEPARTMEN	NT OF THE TREAS	1. PLANT NUMBER	2. MONTH AND	YEAR		
ALCOHOL AND TOBAC	CO TAX AND TRADE E					
MONTHLY REPORT O	F PROCESSIN	G OPERATION:	S			
Every proprietor engaged in processing operations mu     The proprietor must forward the original to the Director following the month for which prepared.     The copy is to be kept on file by the proprietor.	st prepare this form eac	NAME OF PROPRIETOR      Employer Identification Number (EIN)				
4. LOCATION OF PLANT				7		
PART I - BULK INGI	REDIENTS			PART II - FINISHED P	RODUCTS	
TRANSACTION	WINE (Proof gallons)	SPIRITS (Proof gallons)	TF	RANSACTION	BOTTLED (Proof gallons)	PACKAGED (Proof gallons)
(a)	(b)	(c)		(a)	(b)	(c)
1. ON HAND FIRST OF MONTH	Line 25 of	Previous report	27 ON HAND FIRST	OF MONTH	Line 46 of	Previous report
2. RECEIVED (Other than line 3)		Line 9 Line 17 *			Line 9	(c)
ALCOHOL FOR FUEL USE RECEIVED FROM CUSTOMS CUSTODY			29 RECEIVED			
			30 INVENTORY OV	FRAGES		
4. ALCOHOL, FLAVOR, MATERIALS DUMPED  5. WINE MIYED WITH SPIRITS		Line 10 (b)	31. TOTAL - LINES 2	7 THROUGH 30		



# Monthly Report of Processing (Denaturing) Operations: TTB F 5110.43

- Only filed by industrial DSPs that are approved for denaturing operations
- Shows denaturing activity for the month
- There is a yearly withdrawal amount requirement

# Monthly Report of Processing (Denaturing) Operations: TTB F 5110.43

				P-4	OMB N	o. 1513-0049 (1/31/2013)			
	ALCOHOL A	ND TOBACCO TAX	THE TREASURY X AND TRADE BUREA		Text				
MONTH	ILY REPORT OF	PROCESSI	NG (DENATUR	ING) OPERATIONS	Text				
NAME OF PROPRIETOR			LOCATION OF PLANT		PLANT NUMBER DSP-				
SE	CTION I - DENATURED	SPIRITS		SECTION II - RECOVERED DENATURE	D SPIRITS AND RECOVERED AR	TICI ES PECEIVED EOP			
		WINE GALLONS		SECTION II - RECOVERED DENATURED SPIRITS AND RECOVERED ARTICLES RECEIVED FOR RESTORATION AND/OR REDENATURATION UNDER 27 CFR 19.683 1 AND RECOVERED					
TRANSACTION	COMPLETELY DENATURED	SPECIALLY DENATURED	SPECIALLY DENATURED	DENATURED SPIRITS AND RECOVE		ONDED PREMISES RECEIVED			
(a)	ALCOHOL (b)	ALCOHOL (c)	RUM (d)	TRANSACTION	WINE GAL	LONS			
1. On hand first of month		us processing re		TRANSACTION	RECOVERED	RECOVERED			
2. Produced	Amount of denature	d alcohol produced i	from alcohol received	1	DENATURED SPIRITS	ARTICLES			
3. Rec'd by transfer in bond <sup>3</sup>				(a)	(b)	(c)			
5 TOTAL Lines 1-4	Must match Lin	e 14 of this repo	et	15. On hand first of month	Line 23 of your pro				



### Mailing Address for Operational Reports

If filing operations reports by mail, please be sure to use the correct address

```
Director, National Revenue Center TTB
550 Main St, Suite 8002
Cincinnati, OH 45202-5215
```



### Records, Reports, & Returns

Records

Operational Reports

Excise Tax Return

# Excise Tax Return TTB F 5000.24

Filing Frequency	Eligibility Requirement
Annually	You may file 1 tax return per year if you are liable for \$1,000 or less of tax on spirits in the current and prior calendar year
Quarterly	File quarterly if you are liable for \$50,000 or less of tax on spirits in the current and prior calendar year
Semi-monthly	You must file a tax return two times per month (three times per month in September) if you are liable for <b>more than</b> \$50,000 in spirits tax in the current and prior calendar year

Note: You can fix previous returns with an increasing or decreasing adjustment



## Tax returns (and payment, if any) are due the 14th day after the close of the tax period

 If the due date falls on a weekend or legal holiday, the due date is the immediately preceding business day

### Due date schedule for each year is available on our website

https://www.ttb.gov/tax-audit/excise-tax-and-export-due-dates

27 CFR 19.236

	NT OF THE TREASURY		1. SERIAL N	IUMBER
	CO TAX AND TRADE BUREAU (TTB)			
	E TAX RETURN cate – See instructions below)		3. AMOUNT	OF PAYMENT
2. FORM OF PAYMENT	sate – See manuchons belowy		\$	
CHECK MONEY ORDER	EFT OTHER (Specify)			ASE MAKE CHECKS OR MONEY ORDE
4. RETURN COVERS (Check one)			PAYABLE TO	THE ALCOHOL AND TOBACCO TAX AN AU (SHOW EMPLOYER IDENTIFICATIO
☐ PREPAYMENT ☐ PERIOD	BEGINNING		NUMBER ON	ALL CHECKS OR MONEY ORDERS). IF
	ENDING		NOTICE BELC	CHECK, SEE PAPER CHECK CONVER DW.
5. DATE PRODUCTS TO BE REMOVED	For Prepayment Returns Only)			FOR TTB USE ONLY
6. EMPLOYER IDENTIFICATION NUMBE	7. PLANT, REGISTRY, OR PERM	IIT NUMBER	TAX	\$
			PENALTY	
8. NAME AND ADDRESS OF TAXPAYER	(Include ZIP Code)		INTEREST	
			TOTAL	\$
			EXAMINED E	BY:
			DATE EXAM	INED:
CALCULATION OF	TAX DUE (Before making entries on I	ines 18 – 21. co	omplete Sche	dules A and B)
	DUCT			OUNT OF TAX
	a)			(b)
9. DISTILLED SPIRITS		\$		
10. WINE				
11. BEER				
12. CIGARS				
13. CIGARETTES	DETTE TURES			
14. CIGARETTE PAPERS AND/OR CIGA				
<ol> <li>CHEWING TOBACCO AND/OR SNUF</li> <li>PIPE TOBACCO AND/OR ROLL-YOU</li> </ol>	<u>-                                      </u>			
17. TOTAL TAX LIABILITY (Total of line		\$		0.0
18. ADJUSTMENTS INCREASING AMOU	<u> </u>	D D		0.0
		\$		
<ol> <li>GROSS AMOUNT DUE (Line 17 plus</li> <li>ADJUSTMENTS DECREASING AMO</li> </ol>		Þ		0.0
		œ.		0.0
21. AMOUNT TO BE PAID WITH THIS R	•	<b>3</b>	volonations at	0.0
	ave examined this return. (including any a	iccompanying e		
Under penalties of perjury, I declare that I h to the best of my knowledge and belief it is				

TTB Form 5000.24sm

	SCHEDULE A – ADJUSTMENTS INCREASING AMOUNT DUE								
	EXPLANATION OF INDIVIDUAL ERRORS OR TRANSACTIONS	AMOUNT OF ADJUSTMENTS							
	(a)		(b) TAX		(c) INTEREST		(d) PENALTY		
25.		\$				5			
26.									
27.									
28.	SUBTOTALS OF COLUMNS (b), (c), and (d)	\$	0.0	00	\$ 0.00	) (	\$ 0.00		
29.	TOTAL ADJUSTMENTS INCREASING AMOUNT DUE (Line 28, Col (b) +	d on line 18.	5	0.00					
	SCHEDULE B – ADJUSTMENTS I	DE	CREASING AMO	UN <sup>T</sup>	T DUE				
	EXPLANATION OF INDIVIDUAL ERRORS OR TRANSACTION	NS			AMOUNT OF A	ADJUSTMENTS			
	(a)				(b) TAX		(c) INTEREST		
30.				\$		\$			
31.									
32.									
33.	SUBTOTALS OF COLUMNS (b) and (c)			\$	0.00	\$	0.00		
34.	TOTAL ADJUSTMENTS DECREASING AMOUNT DUE (Line 33, Col (b)	\$	0.00						

Notice to Customers Making Payment by Check

If you send us a check, it will be converted into an electronic funds transfer (EFT). This means we will copy your check and use the account information on it to electronically debit your account for the amount of the check. The debit from your account will usually occur within 24 hours, and will be shown on your regular account statement.

You will not receive your original check back. We will destroy your original check, but we will keep the copy of it. If the EFT cannot be processed for technical reasons, you authorize us to process the copy in place of your original check. If the EFT cannot be completed because of insufficient funds, we may try to make the transfer up to 2 times.

TTB F 5000.24sm (11/2016)

TTB Form 5000.24sm



### Craft Beverage Modernization Act (CBMA)

# The Craft Beverage Modernization Act was made permanent at the end of 2020 making the reduced rates for distilled spirits permanent

- Ensure you are using the appropriate tax rates for distilled spirits removed or imported
- Single Taxpayer
- Controlled Groups

You must have distilled or processed the spirits to qualify for the reduced rates!



## Craft Beverage Modernization Act (CBMA) Effective January 1, 2022

- Beginning in 2022, only DSPs who perform a processing activity other than bottling are entitled to take a CBMA reduced rate on distilled spirits that they process and remove
- TTB has published guidance on which processing activities qualify for the DSP for a reduced rate which is located on our CBMA webpage FAQ TR-D12



**\$2.70** for the 1st 100,000 proof gallons removed each calendar year

**\$13.34** for over 100,000 up to 22,230,000 proof gallons

**\$13.50** for over 22,230,000 proof gallons

\*Reduced tax rates may be limited if you are part of a controlled group or a single taxpayer arrangement



## Depending on when you remove your product from DSP premises, include removals found on:

- Line 1 of the production report
- Line 7 of the storage report
- Line 13 and Line 33 of the processing report

**Example:** If you remove 100 proof gallons, and your annual removals that year are under 100,000 proof gallons, your tax rate is \$2.70 and your tax liability is \$270.00



You may electronically file tax returns, file operations reports, and pay taxes through <a href="Pay.gov">Pay.gov</a>

- Secure
- Convenient and fast
- Free
- Checks entries and totals for accuracy

For more information on how to register, go to

https://www.ttb.gov/epayment/epayment.shtml



### Mailing Address for Returns & Payments

- If filing by mail, please be sure to use the correct address
- Late returns or payment are subject to penalties and interest

**DO NOT** mail returns or payments to the National Revenue Center in Cincinnati, Ohio

```
TTB
Excise Tax
P.O. Box 790353
St. Louis, MO 63179-0353
```



Use our online submission process to file and receive payment for claims

Submit a Claim Online