



COLAs Online

[Save Search Results in Public COLA Registry](#)

The Search Results: COLAs page in the Public COLA Registry allows public users the ability to [view their search results](#) based on criteria entered and [save the search results](#) to a .csv file (viewable through Microsoft Excel or other associated application).

View Search Results COLAs

Follow these steps to view your search results:

1. Select the [Search Public COLA Registry](#) link from the menu box on any page in the Public COLA Registry.
2. Enter search criteria.
3. Select the **Search** button. The Search Results: COLAs page displays with search results based on the value entered. See Figure 1 and Figure 2.

Figure 1: Search Results: COLAs (Top)

The screenshot shows the top portion of the COLA Registry search results page. It includes the TTB logo and header, a navigation menu, and a table of search results. The table has the following columns: TTB ID, Permit No., Serial Number, Completed Date, Fanciful Name, Brand Name, Origin, and Class/Type. The results are sorted by TTB ID and show 10 records out of 44 total matching records.

TTB ID	Permit No.	Serial Number	Completed Date	Fanciful Name	Brand Name	Origin	Class/Type
09343001003333	BWN-VA-17777	09B066	01/05/2010	POM HAUS JOY	POM OAK WINERY	05	80
09352001007777	BWN-VA-15555	092033	01/05/2010		POM CELLAR VINTNERS	05	81
09364001004444	BW-VA-222	09JR66	01/05/2010	POM CREEK WHITE	POM CREEK VINEYARDS	05	81
09364001003333	BW-VA-222	09JR77	01/05/2010	POM CREEK RED	POM CREEK VINEYARDS	05	80
09364001004444	BW-VA-222	09JR88	01/05/2010		POM CREEK VINEYARDS	05	80
09364002001111	BW-VA-999	090011	01/05/2010		POM HILL VINEYARDS	05	80
09364002002222	BW-VA-999	090022	01/05/2010		POM HILL VINEYARDS	05	80
09365001006666	BW-VA-888	090055	01/05/2010		POM VINEYARDS	05	81
10004000001111	BW-VA-555	090022	01/06/2010		POMCRAFT	05	81

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Figure 2: Search Results: COLAs (Bottom)

12222							
10004001002222	BWN-VA-12222	10VI11	01/11/2010		POM RIDGE	05	81
10004001006666	BWN-VA-12222	10SM11	01/08/2010		POM RIDGE	05	80
10004001007777	BWN-VA-12222	10RR11	01/08/2010		POM RIDGE	05	80
10005000005555	BW-VA-555	100011	01/08/2010	POM TIME	POM VINEYARDS	05	80
10005001001111	BWN-VA-18888	100011	01/06/2010		POM WORKS RED	05	80
10005003005555	DSP-VA-15555	100011	01/11/2010	POM STONE RYE	POM CREEK	05	142
10005003006666	DSP-VA-15555	100022	01/11/2010	POM SHED GIN	POM CREEK	05	209

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1 to 20 of 44 (Total Matching Records: 44) | [Next >](#)

Alcohol and Tobacco Tax and Trade Bureau, 2003 Contact us at webmaster@ttb.treas.gov

UNITED STATES DEPARTMENT OF THE TREASURY

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If you have difficulty accessing any information in the site due to a disability, please contact us via email (webmaster@ttb.treas.gov) and we will do our best to make the information available to you.

This site is best viewed at 800x600 screen resolution or higher using Internet Explorer 7.0. If you are using Internet Explorer 8.0, [click here](#) for more information on browser Compatibility.

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► **Note:** Search results are limited to a maximum of 500 items.

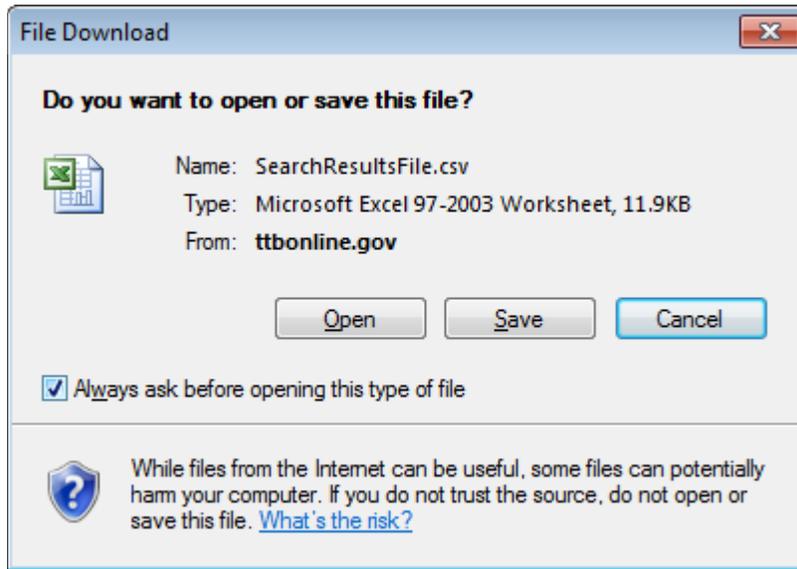
4. To sort the search results, select on any column heading to sort on that attribute.
5. To view more search results, select the [Next](#) link.
6. To view the details of a COLA, select the [TTB ID](#) link.
7. Select the **New Search** button to return to the Search page.

Save Search Results COLAs

Follow these steps to save your search results to a .csv file:

1. Follow the steps in View Search Results COLAs.
2. Select the [Save Search Results To File](#) link above the search results. See Figure 1. The File Download dialog displays. See Figure 3.

Figure 3: File Download



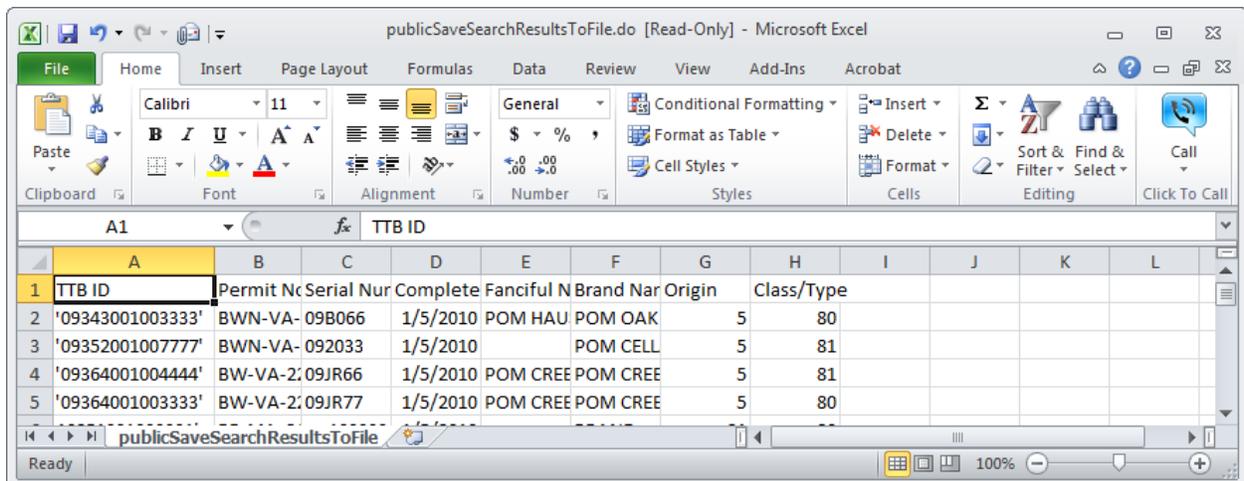
3. Select the **Save** button or select the **Open** button.
 - a. If you select the **Save** button: Save the file when prompted and then select the **Open** button. The search results display in the associated application (i.e., Microsoft Excel). See Figure 4.

► **Note:** It is recommended you select the **Save** button in the File Download dialog, save the file in the Save As dialog, and then select the **Open** button in the Download Complete dialog to display the search results file the associated application faster.

- b. If you select the **Open** button: The search results display in the associated application (i.e., Microsoft Excel). See Figure 4.

► **Note:** Opening the search results directly without saving first may take longer to display the search results in the associated application.

Figure 4: Microsoft Excel File with Search Results



Save Search Results in Public COLA Registry

► **Note:** Search results saved are limited to a maximum of 500 items returned from the search.

The following detail from the search results will be included in the file:

- **TTB ID** – This is a unique, 14 digit number assigned by TTB to track each COLA. The first 5 digits represent the calendar year and Julian date the application was received by TTB.

► **Note:** TTB ID values will be enclosed in single quotes (‘).

- **Permit No.** – This is a unique number that is assigned by TTB to each business location.
- **Serial Number** – This is a unique, sequential number assigned by the COLA holder. The first two digits reflect the calendar year the application was created. The remaining digits may be a combination of letters and numbers but may not exceed four characters in length.
- **Completed Date** – This is the date when the COLA application was approved.
- **Fanciful Name** – This is a name that may be used in addition to a brand name to further identify a product and is required for malt beverage and distilled spirit specialty products that must be labeled with a statement of composition. It is optional for other products.
- **Brand Name** – This is the name under which a product is sold. If the product is not sold under a brand name, the name of the bottler, packer or importer becomes the brand name.
- **Origin** – This code indicates the country (or state for domestic products) of origin for each product. Each country has been assigned a unique origin code. Enter the origin code if you know it, or use the lookup feature to find it.
- **Class/Type** – This code indicates the class and or type designation for a product. Each product has been assigned a unique class/type code.