



# COLAs Online

## [Search for eApplications](#)

The Search for eApplications page allows you to search for your approved, rejected, saved not submitted, or in process e-filed COLAs. Figure 1 and Figure 2 detail the Search for eApplications page.

**Figure 1: Search for eApplications (Top)**

**COLAs Online**  
ALCOHOL AND TOBACCO TAX AND TRADE BUREAU

ALCOHOL AND TOBACCO TAX AND TRADE BUREAU  
U.S. Department of the Treasury

Formulas Online  
Home: My eApplications  
Create an eApplication  
Search for eApplications  
My Profile Contact Us  
Instructions  
Log Off

TTB F 5100.31: Application For and Certification/  
Exemption of Label/Bottle Approval

### Search for eApplications

**Search Criteria:**  
*Note: Wild card character for a search is represented by a "%"*

**Submitted By:**  
 JSCFMEXT  other users with same Plant Registry/Basic Permit/Brewer's No.

**Date Submitted:**

**From**     
MM/DD/YYYY

**To**     
MM/DD/YYYY

**Date Status Last Updated:**

**From**     
MM/DD/YYYY

**To**     
MM/DD/YYYY

**TTB ID:**

**Serial #:**

**Plant Registry/Basic Permit/Brewer's No.**

*Note: Searches by Permit No. will only return 04/26/2003 forward data  
Checking one or more permits will return data for the checked permit(s) only. Not  
checking any permit will return data for ALL the permits listed below.*

- BR-ME-SUN-111: POM RIVER BREWING COMPANY
- BWN-MA-5555: POM WINERY, LLC
- DSP-ME-222: POM ROCK DISTILLERIES, INC.
- PR-S-333: POM & CO. INC.
- VA-I-6666: POM MARKETING GROUP

## Search for eApplications

**Figure 2: Search for eApplications (Bottom)**

The screenshot shows the bottom portion of a web form for searching eApplications. The form includes several sections with checkboxes and radio buttons:

- Product Name:** Radio buttons for "Brand Name", "Fanciful Name", and "Either". Below is a text input field.
- Type of Application:** Checkboxes for "Certificate of Label Approval" and "Certificate of Exemption".
- Type of Product:** Checkboxes for "Wine", "Distilled Spirits", and "Malt Beverage".
- Source of Product:** A note states "Searches by Source of Product will only return 08/01/2006 forward data". Checkboxes for "Domestic" and "Imported".
- Type of Submission:** Checkboxes for "Resubmission After Rejection" and "Distinctive Bottling".
- Distinctive Bottling:** Checkboxes for "Resubmission After Rejection" and "Distinctive Liquor Bottle Approval".
- Representative ID:** A text input field.
- COLA Status:** A dropdown menu with "--Select Status--".

At the bottom of the form are three buttons: "Clear and Start Over", "Back to My eApplications", and "Search".

Below the form is a footer section with the following text:

Alcohol and Tobacco Tax and Trade Bureau, 2003 Contact us at [webmaster@ttb.treas.gov](mailto:webmaster@ttb.treas.gov)

UNITED STATES DEPARTMENT OF THE TREASURY

While the Alcohol and Tobacco Tax and Trade Bureau (TTB) makes every effort to provide complete information, data such as company names, addresses, permit numbers, and other data provided in the registry may change over time. TTB makes no warranty, expressed or implied, and assumes no legal liability or responsibility as to the accuracy, reliability or completeness of furnished data. Label images contained within the Public COLA Registry may appear differently, with respect to type size, characters per inch and contrasting background, than actual labels on the container. We also remind users of the Public COLA Registry that section V. of the instructions for the TTB COLA Form S100.31, Allowable Revisions to Approved Labels, identifies various types of label information that may be changed by the COLA holder without the need for re-approval. TTB welcomes suggestions on how to improve our Public COLA Registry. Please contact us via email at [afd@ttb.gov](mailto:afd@ttb.gov).

If you have difficulty accessing any information in the site due to a disability, please contact us via email ([webmaster@ttb.treas.gov](mailto: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.

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 PENALTIES. 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.

Follow these steps to begin searching:

1. Select the [Search for eApplications](#) link from the main menu on any page. The Search for eApplication page displays. See Figure 1 and Figure 2.
2. Select the Submitted By radio button to include either those submitted only by you or to include all others with the same signing authority.

► **Note:** Enter one or more fields of search criteria.

3. Enter Date Submitted Range (From Date and To Date).

► **Note:** The format is MM/DD/YYYY. Select the  icon to display a pop-up calendar to find the correct date.

4. Enter Date Status Last Updated Range (Last Updated From Date and To Date).

► **Note:** The format is MM/DD/YYYY. Select the  icon to display a pop-up calendar to find the correct date.

5. Enter a TTB ID.
6. Enter a Serial #.

## Search for eApplications

7. Select the Plant Registry/Basic Permit/Brewer's No. value(s) in the list provided.
8. Enter the Product Name.
9. Select the Brand Name, Fanciful Name or Either radio option. Enter name text.
10. Select the Type of Application.

► **Note:** Select all that apply.

11. Select the Type of Product for the search.

► **Note:** Select all that apply.

► **Note:** If Type of Product is "Wine," then the Grape Varietal(s) field displays as a search criterion.

12. Select Source of Product

13. Select Type of Submission.

14. Select Distinctive Liquor Bottle.

15. Enter the Representative ID in the field provided.

16. Select the COLA Status from the drop-down list provided.

17. Select the **Search** button to view your search results. The Search Results: eApplications page displays with the records that match your search criteria. See [Search Results: eApplications](#).

18. Select the **Clear and Start Over** button to reset all data fields to perform a new search.

19. Select the **Back to My eApplications** button to return to the home page.

► **Note:** To perform a wildcard search, enter a "%" at the beginning or end of the search criteria value.

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

► **Note:** You cannot search for paper filed COLA applications from within COLAs Online. To check on the status of a paper filed application, call ALFD Customer Service at 866-927-2533 or 202-453-2250.

## Search for eApplications

### Search Results: eApplications

The Search Results: eApplications page provides detailed results information on e-filed COLA applications based on search criteria. Figure 3 details the Search Results: eApplications page.

**Figure 3: Search Results: eApplications**

The screenshot shows the 'COLAs Online' interface for the Alcohol and Tobacco Tax and Trade Bureau. It features a navigation menu with links like 'Formulas Online', 'Home: My eApplications', 'Create an eApplication', 'Search for eApplications', 'My Profile', 'Contact Us', 'Instructions', and 'Log Off'. The main content area displays search results for 'eApplications' with a table of columns: TTB ID, Permit No., Brand Name, Fanciful Name, Serial No., Status Date, and Status. Two records are shown, both for 'POM DISTILLERS' with status 'REJECTED' and 'WITHDRAWN'. Below the table are buttons for 'New Search' and 'Back to My eApplications'. The footer contains contact information and a disclaimer.

TTB ID	Permit No.	Brand Name	Fanciful Name	Serial No.	Status Date	Status
<a href="#">10207001000003</a>	DSP-ME-222	POM DISTILLERS		101234	07/26/2010	REJECTED
<a href="#">10204001000001</a>	DSP-ME-222	POM DISTILLERS		101234	07/23/2010	WITHDRAWN

Follow these steps to view the search results:

1. Select the [Search for eApplications](#) link from the menu box on any page.
2. Enter search criteria.
3. Select the **Search** button. The search results based on the value entered display. See Figure 3.

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

4. To sort the search results, click on any column heading.
5. To view more search results, select the [Next](#) link.
6. To view the details of an e-filed application, select the [TTB ID](#) link. See [Application Detail](#).
7. Select the **New Search** button to return to the Search page.
8. Select the **Back to My eApplications** button to return to the home page.