



COLAs Online

Withdraw Application

This section discusses all of the basic information needed to withdraw an application. This section includes the following information:

- **Request to Withdraw Application** – See [Request to Withdraw Application](#)
- **Withdraw Application Confirmation** – See [Withdraw Application Confirmation](#)

Request to Withdraw Application

The Request to Withdraw Application page allows an authenticated External User to withdraw an e-filed application under review (i.e., in the received status). Figure 1 details the Request to Withdraw Application page.

Figure 1: Request to Withdraw Application

COLAs Online
ALCOHOL AND TOBACCO TAX AND TRADE BUREAU

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

Are you sure you want to Withdraw this application?

TTB ID: 10204001001111
Brand Name: POM DISTILLERS
Fanciful Name:
Type of Product: DISTILLED SPIRIT
Source of Product: DOMESTIC

Cancel Withdraw

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

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 5100.31, 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 alfd@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) 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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Follow these steps to withdraw an application from processing:

1. Select the [TTB ID](#) link of a submission in the Received status. The Application Detail page displays. See [Application Detail](#).
2. Select the [Withdraw Application](#) link from the Application Detail page. The Request to Withdraw Application page displays. See Figure 1.

Withdraw Application

3. Select the **Withdraw** button. The Withdraw Application Confirmation page displays. See Figure 2.
4. Select the **Cancel** button to cancel the withdraw process and return to the Application Detail page.

Withdraw Application Confirmation

The Withdraw Application Confirmation page displays the confirmation of the withdraw application process. Figure 2 details the Withdraw Application Confirmation page.

Figure 2: Withdraw Application Confirmation

The screenshot shows the 'Withdraw COLA Confirmation' page. At the top, there is a header with the TTB logo and the text 'ALCOHOL AND TOBACCO TAX AND TRADE BUREAU U.S. Department of the Treasury'. Below the header, the page title is 'COLAs Online' with the subtitle 'ALCOHOL AND TOBACCO TAX AND TRADE BUREAU'. A navigation menu on the right includes links for 'Formulas Online', 'Home: My eApplications', 'Create an eApplication', 'Search for eApplications', 'My Profile', 'Contact Us', 'Instructions', and 'Log Off'. The main content area displays the title 'Withdraw COLA Confirmation' and a message: 'You have successfully withdrawn application for TTB ID 10204001001111'. Below this message is a button labeled 'Back to My eApplications'. At the bottom of the page, there is a footer with the TTB logo, contact information, and a warning about the system's property and unauthorized use.

1. Select the **Back to My eApplications** button to return to the Home: My eApplications page.