



## What's New in Formulas Online 2.5 (Industry Members)

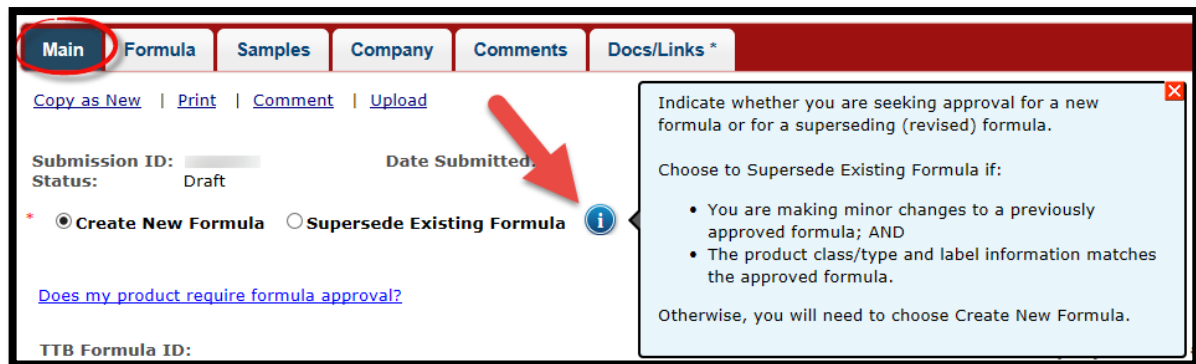
**Release Date: August 2017**

The following system functionality and interface enhancements are included in the Version 2.5 release of the [Formulas Online](#) system:

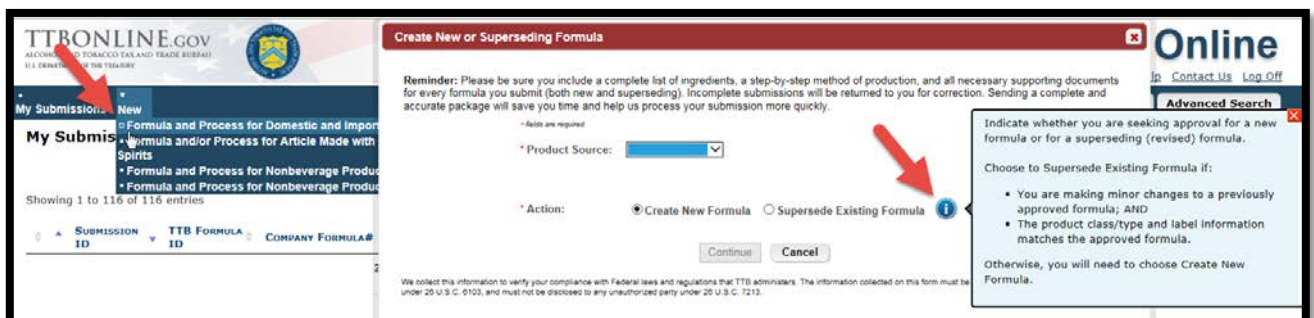
### Beverage Submissions Only

- Main Tab: New Help for New vs Supersede** - To help you decide between creating a new beverage formula submission or superseding an existing one, a new “i” icon displays next to the **Create New Formula** and **Supersede Existing Formula** radio buttons. These radio buttons appear on both the Main tab and the pop-up that displays when you click ‘New’ > ‘Formula and Process for Domestic and Imported Alcohol Beverages’ in the top menu. Upon clicking the “i” icon, a small pop-up opens with guidance to help you make the appropriate selection.

#### Create New Formula vs. Supersede Existing Formula i-Help on Main Tab



#### Create New Formula vs. Supersede Existing Formula i-Help on “New” Pop-Up



- Main Tab: Superseded Formula Help** – To help you understand how to supersede a formula and the information you should provide to TTB, the **Supersedes Formula** section was revamped

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to include instructional text. This new help text displays after you select the **Supersede Existing Formula** radio button.

### Supersedes Formula Section Guidance

The screenshot shows the 'Supersedes Formula' section of the Formulas Online 2.5 interface. The 'Supersede Existing Formula' radio button is selected and highlighted in yellow. Three numbered red arrows point to instructional text: 1. 'Select "Add" below to identify the formula(s) you are superseding.' 2. 'If the approved formula is not in Formula Online please Upload a copy of the formula approval.' 3. 'Summarize the revisions that were made to the approved formula in a Comment.' A 'REMINDER' text is also present at the bottom.

- **Main Tab: 'TTB Formula ID' Dropdown Menu for Superseded Formula** – To reduce your risk of superseding the wrong formula, the 'TTB Formula ID' field in the Supersedes Formulas pop-up, now displays as a drop-down field where you can choose from qualifying formulas.

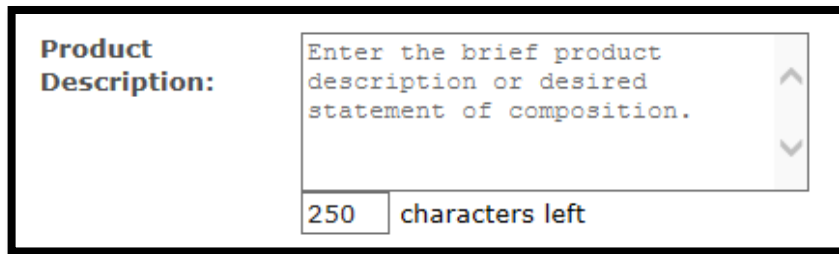
### TTB Formula ID Field

The screenshot shows the 'Supersedes Formulas' pop-up window. The 'TTB Formula ID' field is highlighted with a red oval. A red arrow points from the 'Supersedes Formula' section in the background to the 'Supersedes Formulas' pop-up window.

- **Main Tab: 'Product Description' Field** - The field label **Type Description** was changed to **Product Description**. Also, placeholder text for this field value was added to provide guidance on what to enter. When your cursor is placed in the field, the placeholder text disappears.

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### Product Description

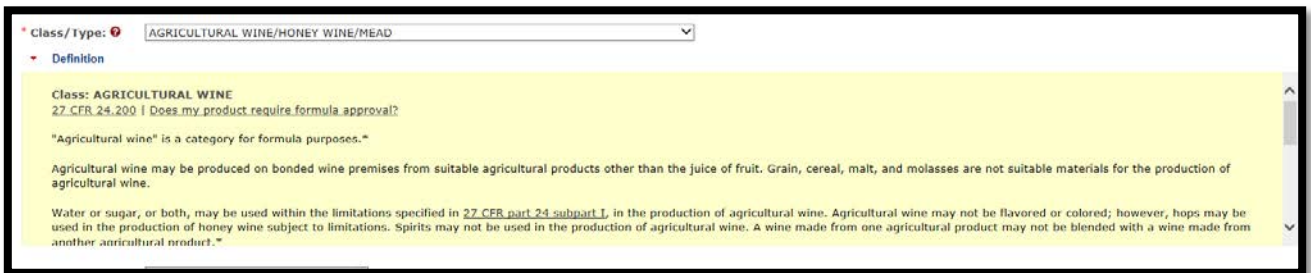


**Product Description:** Enter the brief product description or desired statement of composition.

250 characters left

- **Main Tab: Display Class/Type Definition Help** – A new **Definition** field displays when a **Class/Type** is selected from the drop-down menu. This yellow **Definition** field defaults to an expanded view and can be manually collapsed. Any links within the definition open in a new tab.

### Class/Type Definition Help



\* Class/Type: AGRICULTURAL WINE/HONEY WINE/MEAD

Definition

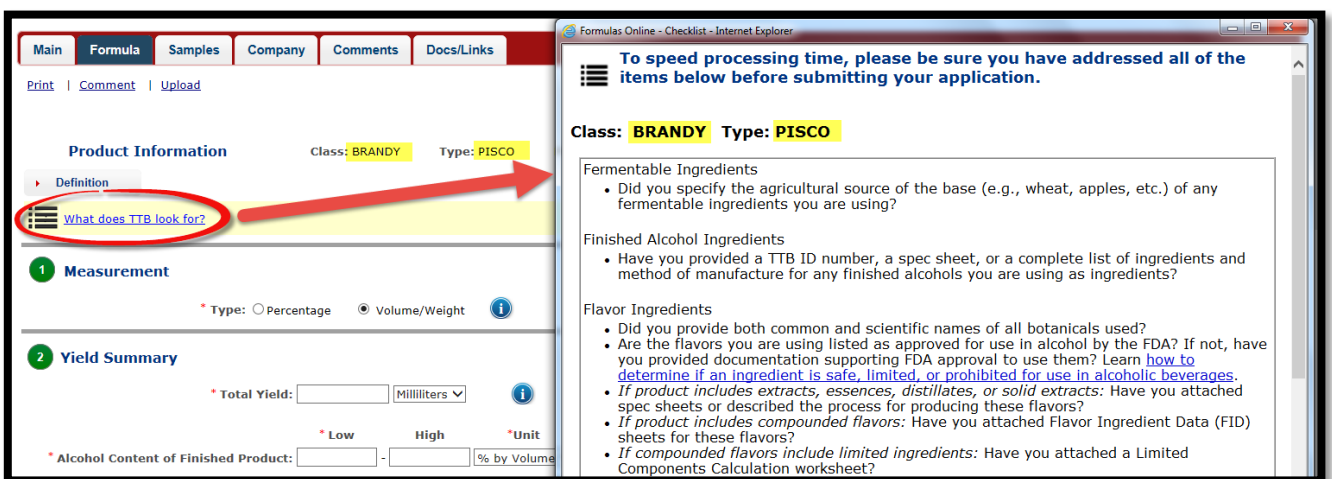
Class: AGRICULTURAL WINE  
27\_CFR 24.200 | Does my product require formula approval?  
"Agricultural wine" is a category for formula purposes."

Agricultural wine may be produced on bonded wine premises from suitable agricultural products other than the juice of fruit. Grain, cereal, malt, and molasses are not suitable materials for the production of agricultural wine.

Water or sugar, or both, may be used within the limitations specified in 27\_CFR part 24 subpart I, in the production of agricultural wine. Agricultural wine may not be flavored or colored; however, hops may be used in the production of honey wine subject to limitations. Spirits may not be used in the production of agricultural wine. A wine made from one agricultural product may not be blended with a wine made from another agricultural product."

- **Formula Tab: "What does TTB look for?" Guidance** – When you click on the new "What does TTB look for?" link at the top of the Formula tab, a pop-up window opens to provide you with a checklist of things, based on your Class/Type selection, to keep in mind when working on your beverage submission. You can keep the window open throughout your session. Previously, a similar checklist appeared upon *submitting* your formula.

### "What does TTB look for?" Checklist Pop-Up



Main | Formula | Samples | Company | Comments | Docs/Links

Print | Comment | Upload

Product Information Class: BRANDY Type: PISCO

Definition

What does TTB look for?

1 Measurement Type:  Percentage  Volume/Weight

2 Yield Summary Total Yield: [ ] Milliliters

\* Alcohol Content of Finished Product: [ ] - [ ] % by Volume

Formulas Online - Checklist - Internet Explorer

To speed processing time, please be sure you have addressed all of the items below before submitting your application.

Class: BRANDY Type: PISCO

Fermentable Ingredients

- Did you specify the agricultural source of the base (e.g., wheat, apples, etc.) of any fermentable ingredients you are using?

Finished Alcohol Ingredients

- Have you provided a TTB ID number, a spec sheet, or a complete list of ingredients and method of manufacture for any finished alcohols you are using as ingredients?

Flavor Ingredients

- Did you provide both common and scientific names of all botanicals used?
- Are the flavors you are using listed as approved for use in alcohol by the FDA? If not, have you provided documentation supporting FDA approval to use them? Learn [how to determine if an ingredient is safe, limited, or prohibited for use in alcoholic beverages](#).
- If product includes extracts, essences, distillates, or solid extracts: Have you attached spec sheets or described the process for producing these flavors?
- If product includes compounded flavors: Have you attached Flavor Ingredient Data (FID) sheets for these flavors?
- If compounded flavors include limited ingredients: Have you attached a Limited Components Calculation worksheet?

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- **Formula Tab: Method of Manufacture Help** – The Method of Manufacture section (section 4 in Formula Tab) has updated guidance, to include a helpful pop-up that displays when you are typing in the **Description** box.

### Method of Manufacture Help

**4 Method of Manufacture**

Describe in sequence each step used to produce this product.

This can be done in a format similar to a recipe, for instance providing the sequence of steps in either a list or paragraph format to describe how your product is made.

See [Method of Manufacture Examples](#) for some indications of the level of detail that TTB looks for when evaluating formula submissions.

Description:

**Method of Manufacture Documents**

Be sure to include:

- All of the ingredients identified in the list above, including when each ingredient is added.
- The agricultural source of the alcohol.
- The proof at distillation (Distilled Spirits products only).

In most circumstances, we do not require details such as temperature or pressure conditions during manufacture or how long ingredients were fermented. For Malt Beverage products, you may omit processes customarily used in brewing such as pasteurization or ordinary filtration.

- **Formula Tab: New Method of Manufacture Attachments Feature** – The Method of Manufacture section now includes a Method of Manufacture Documents feature to facilitate uploading Method of Manufacture files. To add a MOM file, click on the “Add Attachment” button. Multiple MOM files may be added. All files will also appear in the Docs/Links tab.

### Method of Manufacture Documents

**4 Method of Manufacture**

Describe in sequence each step used to produce this product.

This can be done in a format similar to a recipe, for instance providing the sequence of steps in either a list or paragraph format to describe how your product is made.

See [Method of Manufacture Examples](#) for some indications of the level of detail that TTB looks for when evaluating formula submissions.

Description:

TYPE	NAME	DATE	ACTION
<a href="#">Method of Manufacture</a>	Testdocument.docx	2017-07-03	

**Add Attachment**

**Add Attachment for Method of Manufacture**

\*Description:   
100 character(s) left

\*Type:

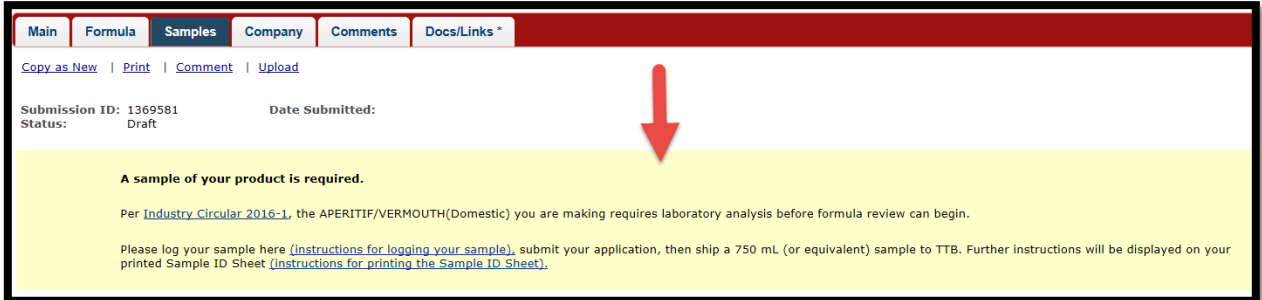
\*File:

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.

## What's New in Formulas Online 2.5 (Industry Members)

- **Samples Tab: New Message to Inform if Sample is/is not Required** – New messaging was added to the Samples tab to inform you if a sample is/is not required with your submission. The sample requirement is based on your selected Class/Type.

### Sample Required Message



The screenshot shows the 'Samples' tab selected in the navigation menu. Below the menu, there are links for 'Copy as New', 'Print', 'Comment', and 'Upload'. The submission details are: Submission ID: 1369581, Status: Draft, and Date Submitted: (blank). A red arrow points to a yellow message box containing the following text:

**A sample of your product is required.**

Per [Industry Circular 2016-1](#), the APERITIF/VERMOUTH(Domestic) you are making requires laboratory analysis before formula review can begin.

Please log your sample here ([instructions for logging your sample](#)), submit your application, then ship a 750 mL (or equivalent) sample to TTB. Further instructions will be displayed on your printed Sample ID Sheet ([instructions for printing the Sample ID Sheet](#)).

### Sample Not Required Message



The screenshot shows the 'Samples' tab selected in the navigation menu. Below the menu, there are links for 'Copy as New', 'Print', 'Comment', and 'Upload'. The submission details are: Submission ID: 1369581, Status: Draft, and Date Submitted: (blank). A red arrow points to a yellow message box containing the following text:

The AGRICULTURAL WINE/HONEY WINE/MEAD(Domestic) product you are making only requires a sample if TTB has specifically asked you to provide one for this formula.

If a sample has been requested, please log your sample here ([instructions for logging your sample](#)), submit your application, then ship a 750 mL (or equivalent) sample to TTB. Further instructions will be displayed on your printed Sample ID Sheet ([instructions for printing the Sample ID Sheet](#)).

If a sample has not been requested, you may skip this step by selecting the "Next" button at the bottom of this page.

#### Related Links:

- [Formulas Online](#) (ttbonline.gov log in)
- [Formulas Online Software Release Notices](#)
- [Formulas Online Customer Page](#)