Surrender COLA

This document discusses all of the basic information needed to surrender a COLA. This document includes the following information:

- Request to Surrender COLA
- Surrender COLA Confirmation

Request to Surrender COLA

The Request to Surrender COLA page allows an authenticated External User to surrender an approved e-filed COLA. Figure 1 details the Request to Surrender COLA page.

Figure 1: Request to Surrender COLA

Follow these steps to surrender an approved COLA:

1. Select the TTB ID link of an approved COLA. The Application Detail page displays. See Application Detail.
2. Select the Surrender Cola link on the Application Detail page. The Request to Surrender COLA page displays. See Figure 1.
3. Select the **Surrender** button. The Surrender COLA Confirmation page displays. See Figure 2.

4. Select the **Cancel** button to cancel the surrender process.

► **Note:** You should surrender a COLA when you no longer need it to bottle or remove product from Customs custody, or when you go out of business.

**Surrender COLA Confirmation**

The Surrender COLA Confirmation page displays the confirmation of the surrendered e-filed COLA. Figure 2 details the Surrender COLA Confirmation page.

**Figure 2: Surrender COLA Confirmation**

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