COLAs Online

What's New in COLAs Online 4.13 (Industry Members)

The following system updates and new functionalities are included in Version 4.13 of the COLAs Online system:

- **Display Image File Upload Guidelines for label compliance on the right side of the screen.**
  - In Step 3 of the COLAs Online application while uploading a label image file, an Industry Member will no longer have to exit out of the file upload pop up for guidelines, as it will display on the right hand side of the screen. They can also choose to close out the guideline.

- **Addition of DBA Trade Name Drop Down List**
  - ➢ An Industry Member submitting a COLAs Online application has the option to select a DBA Trade Name from a drop down list if it is available under their Permit ID. The list is populated with Trade Names the Industry Member has on file for that permit in Permits Online.

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

Create Application
Step 2 of 3 : COLA Information
* fields are required

Step 1 | Step 2 | Step 3

Application Information:

* Serial Number ❓ 21-[ ]
Four alphanumeric characters of your choice.

* Plant Registry/Basic Permit/Brewer's No.
Select **one permit only**; chosen permit will appear in the list below.

[1234ABC   8383 Hudson Drive, Mars 204993   ⌄]

No.	Address	Select Principal Place of Business	Remove?
1234ABC	8383 Hudson Drive,Mars 204993	◉	Remove

Doing Business As (DBA) or Trade Name ❓ (if any)
Complete this field if you are using a **name other than your official company name** in the "bottled/packed/imported by" statement on your label:

[-- Select TTB-approved DBA/trade name -- ⌄]

-- Select TTB-approved DBA/trade name --   y TTB (so isn't in this drop down list).

HUDSON DRIVE MARS TRADE

                                         s sold.

[Enter exactly as it appears on the brand label.]

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

No.	Address	Select Principal Place of Business
ZYCJSJ-2848?	112233 MAPPLE DRIVE, MARS 000111	◉

Doing Business As (DBA) or Trade Name ❓ (if any)
Complete this field if you are using a **name other than your official company name** in the "bottled/packed/imported by" statement on your label:

| -- Select TTB-approved DBA/trade name -- ▾ |

☐ The name we're using hasn't yet been approved by TTB (so isn't in this drop down list).

* Brand Name ❓
Name from the brand label under which product (line) is sold.

| Enter exactly as it appears on the brand label |

> ➢ If there is no DBA Trade Name in the drop down list, it can be added in the free text field by clicking on the checkbox underneath the drop down list. ***Please note*** *that if COLAs is sent back for correction and industry member wants to select DBA Trade Name from the drop down list, the box needs to be unchecked.*

* **Qualification when DBA Trade Name is added**
  * ➤ When an industry member manually enters a DBA Trade Name not available in the drop down selection, a DBA Trade Name qualification will be included in the COLAs Online application. When the Industry member submits the application, member will not see the qualification until the COLAs Online Application is approved or is sent back for correction, then they will be able to open up the printable version displaying the qualification.

IT DOES NOT APPEAR ON THE LABELS AFFIXED BELOW. ALSO, SHOW TRANSLATIONS OF FOREIGN LANGUAGE TEXT APPEARING ON LABELS.

PART II - APPLICANT'S CERTIFICATION

Under the penalties of perjury, I declare; that all statements appearing on this application are true and correct to the best of my knowledge and belief; and, that the representations on the labels attached to this form, including supplemental documents, truly and correctly represent the content of the containers to which these labels will be applied. I also certify that I have read, understood and complied with the conditions and instructions which are attached to an original TTB F 5100.31, Certificate/Exemption of Label/Bottle Approval.

16. DATE OF APPLICATION	17. SIGNATURE OF APPLICANT OR AUTHORIZED AGENT	18. PRINT NAME OF APPLICANT OR AUTHORIZED AGENT
01/08/2021	(Application was e-filed)	sanzedah rahman

PART III - TTB CERTIFICATE

This certificate is issued subject to applicable laws, regulations and conditions as set forth in the instructions portion of this form.

19. DATE ISSUED	20. AUTHORIZED SIGNATURE, ALCOHOL AND TOBACCO TAX AND TRADE BUREAU
01/08/2021	Authorized Signature

FOR TTB USE ONLY

QUALIFICATIONS

Please ensure that the Doing Business As (DBA)/Trade Name that is depicted on your label in the "bottled/packed/imported by" statement has been approved by TTB's National Revenue Center (NRC) and listed on your permit prior to being released from bond or Customs. To add a DBA/Trade Name to your permit record, submit an amendment through Permits Online If you need help adding the name to your permit record, please visit our Permits Online Help Center (https:// www.ttb.gov/ponl/permits-online-help) or contact NRC (https://www.ttb.gov/nrc/contact-nrc).

TTB has not reviewed this label for type size, characters per inch or contrasting background. The responsible industry member must continue to ensure that the mandatory information on the actual labels is displayed in the correct type size, number of characters per inch, and on a contrasting background in accordance with the TTB labeling regulations, 27 CFR parts 4, 5, 7, and 16, as applicable.

STATUS

THE STATUS IS APPROVED.

CLASS/TYPE DESCRIPTION

TABLE RED AND ROSE WINE

EXPIRATION DATE (If any