

### General Instructions:

ITD provides a general template of what a Certificate of free sale, origin, health, quality or sanitation should look like. If you are submitting a “Certificate of Health” or a “Certificate of Sanitation”, simply change the template title to match the type of certificate required for your country of export.

For approval by TTB, the certificate must be:

- Written on company letterhead
- Signed by a representative that has been granted signing authority

*(Please note that Paragraph C of the template pertains to shipments going to Poland only. If this does not apply to your situation, delete this paragraph.)*

The certificate will be processed the same day of receipt; however, if you wish to have the certified copy returned via an overnight carrier, your company must submit a prepared overnight bill which designates your company as the entity to bill. Otherwise, the certificate will be returned via regular mail.

**Please note: You must be the “producer” or hold a federal “Wholesaler’s Basic Permit” in order to submit and receive approval of these certificates.**

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**Sample "Certificate of Free Sale"\***

**Or**

**"Certificate of Origin" \*\***  
**"Certificate of Health"**  
**"Certificate of Sanitation"**  
**(Choose one)**

**(Winery Letterhead)**

This is to certify that the following listed wines, produced by (**name, address, registry number**), shipped to (**name/address of foreign consignee**), are products of the USA and that all wines:

- a) comply with the provisions governing the production and release of wine for direct human consumption in this country, and
- b) were produced by normal and approved methods of vinification and not specifically for the purpose of export.
- c) (*For Use Only Shipments to POLAND*) contain no diethylene glycol and contain methanol at a level that does not exceed the limitation prescribed by the U.S. Food and Drug Administration. (Note: winery is responsible for accuracy of statement. Wine must be tested for methanol content: 1000 ppm is maximum allowed.)

Kind and Type

Number of Cases

Bottle Size

(List)

Date: \_\_\_\_\_

\_\_\_\_\_  
Name and title of winery/exporter representative  
with signing authority, certifying to the above.)

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(For TTB Use Only)

Done at Cincinnati, OH on \_\_\_\_\_ (date)

\_\_\_\_\_  
Director, National Revenue Center  
Alcohol and Tobacco Tax and Trade Bureau (TTB)  
8002 Federal Office Building  
550 Main Street  
Cincinnati, OH 45202

\* See next page

\*\*See next page

- \* Use this format as a "Certificate of Free Sale" with wines shipped to Central and South America, if asked by the receiving country. These certificates will be signed and notarized by TTB, if requested.
- \*\* Use this format as a "Certificate of Origin" with wines shipped to non-EU countries, if asked by the receiving country. These certificates will be signed by TTB, if requested.

Use the VI-1 Form, not either of these certificates, for wines shipped to members of the European Union (EU). The 27 member countries are:

1. Austria
2. Belgium
3. Bulgaria
4. Cyprus
5. Czech Republic
6. Denmark
7. Estonia
8. Finland
9. France
10. Germany
11. Greece
12. Hungary
13. Ireland
14. Italy
15. Latvia
16. Lithuania
17. Luxembourg
18. Malta
19. Netherlands
20. Poland
21. Portugal
22. Romania
23. Slovakia
24. Slovenia
25. Spain
26. Sweden
27. United Kingdom

See Industry Circular 86-2 dated January 24, 1986 for more information about the VI-1 Form for exports to the EU.