



## NORTHWEST DISTRIBUTION & STORAGE BILL OF LADING REQUIREMENTS

To Our Valued Customers:

The TTB requires specific information to be recorded on each bill of lading for wine coming into our warehouse for storage. The TTB and the OLCC are very clear on what they need to be included on this paperwork. Therefore, the following information **MUST** be shown on all bills of lading.

1. Date of Transfer
2. Bill of Lading number
3. Name, address and registry number of winery transferring the wine to NWDS.
4. Name, address and registry number of destination warehouse (NWDS number is BWC OR 190)
5. Type of transfer (i.e. Bond to Bond or Tax Paid) visually obvious
6. Separate line for each type of wine. Each item needs:
  - a. Case amount or containers larger than 4 liters
  - b. Kind of wine (class or type)
  - c. Alcohol content or tax class
  - d. Information necessary for federal and state compliance as follows:
    1. Vintage
    2. Varietals and percentages of blends, for example:  
100% Pinot Noir or,  
50% Cabernet Sauvignon and 50% Merlot or,  
25% Pinot Noir, 25% Shiraz, 50% Gamay
    3. Appellation of origin designation (this could be county, state or country)  
and percentage thereof (i.e. 100% Willamette Valley)
    4. Information as to any added substance or cellar treatment for which a label  
designation may be required or where limitations are prescribed (includes sulfites)
7. For unlabeled bottled wine, the registry number of the bottler.
8. Volume shipped in gallons or liters — this does not need to be per line, but can be indicated as total wine gallons per bill of lading.

Please ensure that all the above information is included on all incoming bill of lading for wine storage. The TTB and OLCC require this for tracking purposes, so we have no alternative but to comply. If all this information is not shown on the B/L's, this could result in our refusing the load until the proper paperwork is received. A blank bill of lading is attached.