

**North Carolina**  
**Alcoholic Beverage Control Commission**  
4307 Mail Service Center  
Raleigh, NC 27699-4307  
(919) 779-0700

Approved. ....  
Disapproved. ....  
Date: \_\_\_\_\_

N.C. Product Code #:

**Label/Product Application**

Above for office use only.

Company Name: \_\_\_\_\_ N.C. Permit # \_\_\_\_\_  
Mailing Address: \_\_\_\_\_  
Contact Person: \_\_\_\_\_ Email Address: \_\_\_\_\_  
Phone #: \_\_\_\_\_ Fax #: \_\_\_\_\_

*New Product*     *Label Revision – Product Code # \_\_\_\_\_*     *Transfer of Brand*

Brand Name: \_\_\_\_\_ Fanciful Name: \_\_\_\_\_  
Varietal/Type: \_\_\_\_\_ Sizes: \_\_\_\_\_  
Primary Source? \_\_\_ No \_\_\_ Yes (Attach letter)      Is Bordeaux? Yes \_\_\_ No \_\_\_

NOTE: if received through a French Negotiant, must submit Negotiant Form.

**PRODUCT ANALYSIS CERTIFICATION**

I, \_\_\_\_\_, hereby verify that the above product is analyzed to  
be \_\_\_\_\_ % alcohol by volume.

Signature: \_\_\_\_\_ Title: \_\_\_\_\_

*All labels that will appear on the container must be affixed below. Use back if necessary.  
This form must be stapled to the Federal Certificate of Label Approval (COLA).*

## Label/Product Application Instructions

Please print or type all information on this application with the exception of the signature requested for the wine analysis statement. North Carolina's basic label requirements are as follows:

**MALT BEVERAGE** – brand name of product, name and address of brewer, bottler or importer, class/type of product (ale, lager, porter, etc.), net contents and Government Health Warning statement.

**WINE** – brand name of product, class/type (varietal name), name and address of manufacturer, bottler or importer, net contents, Government Health Warning statement.

**A number will be assigned to each product being submitted whether approval or disapproval is granted.** The suffix of the code number determines how the product is classified by the state. **B** – malt beverage **U** – unfortified wine **F** – fortified

### NEW LABEL REGISTRATION:

- ONE PRODUCT PER FORM** – Use a separate Label/Product Application For (BWL-008) for each product being submitted. If you will be shipping more than one size, include all sizes for each product on one form. **Staple the NC Label/Product Approval form to the corresponding federal COLA when submitting.**
- LABELS** – Attach a **complete** set of original labels to the bottom front or back of the form. Include **all labels** that will appear on the bottle or container for each size being shipped.
- Complete the **Product Analysis Certification** section of this form or submit a certified laboratory analysis.
- COLA** – Submit a copy of the Federal Certificate of Label Approval (COLA) for all sizes being shipped. If your company is a North Carolina brewpub, you must obtain from TTB an exemption of label approval or a Certificate of Label Approval. Please contact TTB for instructions.
- AUTHORIZATION LETTER** – If the Federal COLA is not in the supplier's name, you must submit an authorization letter allowing you to use their federal COLA for registration purposes.
- PRIMARY SOURCE** – Submit a copy of the Primary Source letter.
- NC BREWPUBS – ALL PRODUCTS MUST BE APPROVED REGARDLESS OF THE CONTAINER AND LABEL.**  
Label approval requirements depend on how the products are stored/packaged.  
**Stationary Tanks** – If the products are piped from stationary tanks, the tank must contain a Government Health Warning statement. Product approval is required. No labels need to be submitted for stationary tanks.  
**Kegs** – If the products are piped from movable kegs, the kegs must contain all required label information including the Government Health Warning statement. Kegs require both product and label approval by the state and TTB.  
**Growlers** that are filled on request do not require label approval. However, if the growlers are pre-filled they require both state and federal label approval. Product approval is always required.
- APPROVAL/DISAPPROVAL LETTER** – Please keep a copy of all items being submitted for approval. You will **not** receive a copy back in the mail. You will be notified by letter of the approval/disapproval. Each item being submitted is assigned a NC Product Code Number. Please refer to this number when contacting this office with questions or correspondence, or when filing a label revision.
- DISTRIBUTION AGREEMENT FILING FORM** – If you are submitting a new brand and not a brand extension, you must complete a Distribution Filing form (ART12-13).

(Continued on next page.)

### **REVISED LABEL REGISTRATION:**

For products that have previously been registered and have undergone a change in the label that requires the company to file for a new Federal Certificate of Label Approval a state label revision is necessary:

1. **COLA** - Submit a copy of the Federal Certificate of Label Approval (COLA) with one set of original labels attached to the back of the form.
2. **NC CODE NUMBER** - Note the North Carolina Product Code Number in the upper right hand corner on the front side of the COLA.
3. **NO ANALYSIS** - An analysis statement is not required for label revisions.
4. **APPROVAL/DISAPPROVAL LETTER** - Please keep a copy for your files. You will **not** receive a copy back, but you will be notified of the approval/disapproval by letter.
5. **NO FEE** - There is no fee for label revisions.
6. **VINTAGE CHANGE** - **Do not** submit a label revision if the **only** change in the label is a yearly vintage change.

### **TRANSFER OF BRAND:**

1. Follow the instructions for submitting a new label/product approval.
2. Submit Distribution Agreements for all NC wholesalers. If the previous supplier was franchised in this state, you must honor the agreements that are on file at the ABC Commission.