



Alcoholic Beverages – COLA Waiver Application Services for Product Sample Action Items

Document Collection: Necessary details such as information about the Federal Importer, the products, and the shipment are gathered to support the COLA waiver application.

Compliance Review: Documents are reviewed to ensure that they meet TTB guidelines and regulatory requirements.

Application Letter Development: The waiver application letter is written containing all the needed information according to TTB requirements, along with the attestation of compliance with all necessary conditions.

Application Submission: The COLA waiver application is completed and submitted to the TTB with all required details included.

Submission Monitoring: The status of the application is tracked, and any additional requests or clarifications from the TTB are addressed.

Ongoing Support: Continuous updates and support are provided throughout the process to manage any issues. Necessary communications between the facility and TTB are facilitated to address relevant queries.

Compliance Assurance: Upon granting of the waiver, the approval documents are reviewed for accuracy, completeness, and adherence to regulations before being cascaded to the application owner.

Record Archiving: All documents, submissions, and communications are archived for future reference and compliance tracking.

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