



International Wine Shipping Guide

Country Documentation Requirements

Version 1.3



Table of contents

| | Page |
|--|------|
| International wine shipping basics_____ | 3 |
| Country documentation requirements: | |
| Australia_____ | 4 |
| Austria_____ | 4 |
| Belgium_____ | 4 |
| Bulgaria_____ | 4 |
| Canada (Alberta, British Columbia and Ontario only)_____ | 5 |
| Cyprus_____ | 5 |
| Czech Republic_____ | 5 |
| Finland_____ | 6 |
| France_____ | 6 |
| Germany_____ | 6 |
| Greece_____ | 7 |
| Hong Kong_____ | 7 |
| Hungary_____ | 7 |
| Italy_____ | 7 |
| Japan_____ | 8 |
| Liechtenstein_____ | 8 |
| Luxembourg_____ | 8 |
| Macau_____ | 8 |
| Malta_____ | 9 |
| Monaco_____ | 9 |
| New Zealand_____ | 9 |
| Philippines_____ | 9 |
| Portugal_____ | 10 |
| Romania_____ | 10 |
| Singapore_____ | 10 |
| Slovakia_____ | 11 |
| Slovenia_____ | 11 |
| South Africa_____ | 11 |
| Switzerland_____ | 11 |
| The Netherlands_____ | 12 |
| Thailand_____ | 12 |
| United Kingdom_____ | 12 |
| Appendix_____ | 13 |

International Wine Shipping Basics

When shipping wine internationally, there are some basic requirements that are applicable no matter to what country the shipment is destined. These basic requirements are as follows:

Commercial Invoice: When shipping wine to any international destination, the Commercial or Pro Forma Invoice needs to be very specific. This rule should apply to both commercial and personal shipments. Many countries around the world charge duties based on the type of wine as well as the alcohol content. The following information should be clearly indicated on the Commercial Invoice to avoid customs clearance delays:

- Quantity (e.g. 6 bottles).
- Quantity measurement (e.g. 750ml).
- Country of origin (e.g. USA).
- Producer.
- Vintage where applicable.
- Wine type (i.e. Red/ White, Still/ Sparkling).
- Percentage alcohol by volume (e.g. 13%).
- Unit value (per bottle).
- Total value.
- If wine is being shipped to a consumer indicate “For Personal Use” or “Gift” as appropriate on the Commercial Invoice.

Duties and Taxes: As a general rule, the duties and taxes on alcoholic beverages can be very high. Duties and taxes in some countries can be over 100 percent even for gift or sample shipments. Many countries also assess special excise or luxury taxes to alcoholic beverages. To protect the local wine industry where applicable, some countries enforce strict licensing requirements. When shipping direct to a private individual, it is recommended that these issues are highlighted.

Electronic Export Information (EEI)- formerly Shippers Export Declaration (SED): Where the value of a single Schedule B or Harmonized Code in a wine shipment exceeds USD \$2500.00, you are required by law to file EEI for a U.S., Puerto Rico or U.S. Virgin Islands export*. The EEI must be electronically filed to the Automated Export System (AES) by the U.S. Principal Party in Interest (USPPI) (generally this is the exporter) or their designated agent. U.S. Census Bureau uses this information for export control purposes as well as to gather export statistics. To help you comply, FedEx Express will file on your behalf for a \$10.00 fee or you can choose to file with AES direct, or FedEx Export AgentFile® .

*Visit FedEx® Global Trade Manager on fedex.com for details on when EEI is required.

*The International Wine Shipping Guide identifies the destination countries that FedEx Express agrees to accept legal shipments of wine from licensed U.S. shippers to consumers, as well as basic documentation requirements applicable for wine shipments to consumers in those countries. This guide is valid as of the date generated (see below) and is provided solely as a reference for shippers who have executed a FedEx International Wine Shipping Agreement and is only applicable for legal alcohol shipments. The terms of shipping are governed by the FedEx Service Guide, FedEx International Wine Shipping Agreement and any applicable Rate Agreement. The shipper is responsible for knowing and complying with all applicable laws and regulations in U.S. and destination country. The shipper is further responsible to determine whether shipper and recipient meet all applicable requirements, and whether shipment may be legally transported by common carrier. This Guide does not constitute legal advice; if you need legal advice in this area, please consult attorney.



Country Documentation Requirements

| Country | Licensee to Licensee Guidelines | Licensee to Consumer Guidelines | Licensee to Consumer Quantity Restrictions |
|------------------|---|---|--|
| Australia | <ol style="list-style-type: none"> 1. FedEx® International Air Waybill. 2. Commercial Invoice. | <ol style="list-style-type: none"> 1. FedEx® International Air Waybill. 2. Commercial Invoice. 3. Make a notation on the Commercial Invoice that the wine is for “personal use, not for resale”. | <ol style="list-style-type: none"> 1. Personal purchase - No known limit. |
| Austria | <ol style="list-style-type: none"> 1. FedEx® International Air Waybill. 2. Commercial Invoice. 3. VI-1 form (Non-U.S. origin wine) or Simplified Certification and Analysis Document (U.S. origin wine). See Appendix A. | <ol style="list-style-type: none"> 1. FedEx® International Air Waybill. 2. Commercial Invoice. 3. Make a notation on the Commercial Invoice that the wine is for “personal use, not for resale”. | <ol style="list-style-type: none"> 1. Personal purchase - Reasonable Quantity (Guideline Six 750 ml bottles). |
| Belgium | <ol style="list-style-type: none"> 1. FedEx® International Air Waybill. 2. Commercial Invoice. 3. VI-1 form (Non-U.S. origin wine) or Simplified Certification and Analysis Document (U.S. origin wine). See Appendix A. | <ol style="list-style-type: none"> 1. FedEx® International Air Waybill. 2. Commercial Invoice. 3. Make a notation on the Commercial Invoice that the wine is for “personal use, not for resale”. | <ol style="list-style-type: none"> 1. Personal purchase - Reasonable Quantity (Guideline Six 750 ml bottles). |
| Bulgaria | <ol style="list-style-type: none"> 1. FedEx® International Air Waybill. 2. Commercial Invoice. 3. Consignee requires an Import License. 4. Certificate of Origin. 5. Quality Certificate. 6. Sanitary Certificate. 7. VI-1 form (Non-U.S. origin wine) or Simplified Certification and Analysis Document (U.S. origin wine). See Appendix A. | <ol style="list-style-type: none"> 1. FedEx® International Air Waybill 2. Commercial Invoice. 3. Make a notation on the Commercial Invoice that the wine is for “personal use, not for resale”. 4. Gift shipments valued under 45 Euro and less than two liters are not subject to duties and taxes. Please indicate “Gift” where applicable on the Commercial Invoice. | <ol style="list-style-type: none"> 1. Personal purchase - Reasonable Quantity (Guideline Six 750 ml bottles). |

Country Documentation Requirements

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|--|--|--|--|
| Canada (Alberta, British Columbia and Ontario only) | <u>Documentation</u> 1. FedEx® International Air Waybill. 2. Commercial Invoice. 3. The FedEx® International Air Waybill must be consigned to the recipient C/O (see below) using the recipients physical address with a valid telephone number for the recipient. <u>Alberta:</u> Alberta Liquor and Gaming Commission <u>British Columbia:</u> British Columbia Liquor Distribution Branch <u>Ontario:</u> Ontario Liquor Control Board | <u>Documentation</u> 1. FedEx® International Air Waybill. 2. Commercial Invoice. 3. Proof of payment (copy of credit card receipt or cash register receipt) 4. The FedEx® International Air Waybill must be consigned to the recipient C/O (see below) using the recipients physical address with a valid telephone number for the recipient. <u>Alberta:</u> Alberta Liquor and Gaming Commission <u>British Columbia:</u> British Columbia Liquor Distribution Branch <u>Ontario:</u> Ontario Liquor Control Board | 1. Alberta – 9.09 liters per shipment up to a maximum of 45 liters per 90 day period. 2. British Columbia – 45 liters. 3. Ontario – 45 liters. |
| Cyprus | 1. FedEx® International Air Waybill. 2. Commercial Invoice. 3. VI-1 form (Non-U.S. origin wine) or Simplified Certification and Analysis Document (U.S. origin wine). See Appendix A. | 1. FedEx® International Air Waybill. 2. Commercial Invoice. 3. Make a notation on the Commercial Invoice that the wine is for “personal use, not for resale”. | 1. Personal purchase - Reasonable Quantity (Guideline Six 750 ml bottles). |
| Czech Republic | 1. FedEx® International Air Waybill. 2. Commercial Invoice. 3. VI-1 form (Non-U.S. origin wine) or Simplified Certification and Analysis Document (U.S. origin wine). See Appendix A. | 1. FedEx® International Air Waybill. 2. Commercial Invoice. 3. Make a notation on the Commercial Invoice that the wine is for “personal use, not for resale”. | 1. Personal purchase - Reasonable Quantity (Guideline Six 750 ml bottles). |

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|----------------|--|--|--|
| Finland | <ol style="list-style-type: none"> 1. FedEx® International Air Waybill. 2. Commercial Invoice. 3. VI-1 form (Non-U.S. origin wine) or Simplified Certification and Analysis Document (U.S. origin wine). See Appendix A. 4. The consignee must have a government-registered warehouse. | <ol style="list-style-type: none"> 1. FedEx® International Air Waybill. 2. Commercial Invoice. 3. Make a notation on the Commercial Invoice that the wine is for “personal use, not for resale”. 4. The consignee is required to pay in person, an Alcohol Tax. This Tax must be paid in cash directly to Finnish Customs and cannot be billed back to the shipper. Because of this we recommend: <ul style="list-style-type: none"> ▪ You advise your customer of this. ▪ Limit shipments only to the Helsinki area. | <ol style="list-style-type: none"> 1. Personal purchase - Reasonable Quantity (Guideline Six 750 ml bottles). |
| France | <ol style="list-style-type: none"> 1. FedEx® International Air Waybill. 2. Commercial Invoice. 3. VI-1 form (Non-U.S. origin wine) or Simplified Certification and Analysis Document (U.S. origin wine). See Appendix A. 4. Must be shipped FedEx International via Broker Select® option. | <ol style="list-style-type: none"> 1. FedEx® International Air Waybill. 2. Commercial Invoice. 3. Make a notation on the Commercial Invoice that the wine is for “personal use, not for resale”. 4. Gift shipments valued under 45 Euro are not subject to duties and taxes. Please indicate “Gift” where applicable on the Commercial Invoice. | <ol style="list-style-type: none"> 1. Personal purchase - Reasonable Quantity (Guideline Six 750 ml bottles). |
| Germany | <ol style="list-style-type: none"> 1. FedEx® International Air Waybill. 2. Commercial Invoice. 3. VI-1 form (Non-U.S. origin wine) or Simplified Certification and Analysis Document (U.S. origin wine). See Appendix A. | <ol style="list-style-type: none"> 1. FedEx® International Air Waybill. 2. Commercial Invoice. 3. Make a notation on the Commercial Invoice that the wine is for “personal use, not for resale”. | <ol style="list-style-type: none"> 1. Personal purchase - Reasonable Quantity (Guideline Six 750 ml bottles). |

Country Documentation Requirements

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|------------------|---|--|--|
| Greece | <ol style="list-style-type: none"> 1. FedEx® International Air Waybill. 2. Commercial Invoice. 3. VI-1 form (Non-U.S. origin wine) or Simplified Certification and Analysis Document (U.S. origin wine). See Appendix A. | <ol style="list-style-type: none"> 1. FedEx® International Air Waybill. 2. Commercial Invoice. 3. Make a notation on the Commercial Invoice that the wine is for "personal use, not for resale". | <ol style="list-style-type: none"> 1. Personal purchase - Reasonable Quantity (Guideline Six 750 ml bottles). 2. The maximum alcohol content of the wine should not exceed 15% by volume. |
| Hong Kong | <ol style="list-style-type: none"> 1. FedEx® International Air Waybill. 2. Commercial Invoice. 3. The consignee requires an Import if the alcoholic strength exceeds 30% by volume. | <ol style="list-style-type: none"> 1. FedEx® International Air Waybill. 2. Commercial Invoice. 3. The consignee requires an Import if the alcoholic strength exceeds 30% by volume. | <ol style="list-style-type: none"> 1. Personal purchase – No known limit |
| Hungary | <ol style="list-style-type: none"> 1. FedEx® International Air Waybill. 2. Commercial Invoice. 3. VI-1 form (Non-U.S. origin wine) or Simplified Certification and Analysis Document (U.S. origin wine). See Appendix A. 4. Excise License. | <ol style="list-style-type: none"> 1. FedEx® International Air Waybill. 2. Commercial Invoice. 3. Make a notation on the Commercial Invoice that the wine is for "personal use, not for resale". | <ol style="list-style-type: none"> 1. Personal purchase - Reasonable Quantity (Guideline Six 750 ml bottles). |
| Italy | <ol style="list-style-type: none"> 1. FedEx® International Air Waybill. 2. Commercial Invoice. 3. VI-1 form (Non-U.S. origin wine) or Simplified Certification and Analysis Document (U.S. origin wine). See Appendix A. 4. Commercial shipments must be shipped via FedEx International Broker Select® option. | <ol style="list-style-type: none"> 1. FedEx® International Air Waybill. 2. Commercial Invoice. 3. Make a notation on the Commercial Invoice that the wine is for "personal use, not for resale". 4. These shipments must not be consigned to a business address. | <ol style="list-style-type: none"> 1. Personal purchase – Less than five liters the consignee can provide a Sanitary Self Certification. There will be a special Sanitary brokerage fee payable by the consignee. The fee cannot be billed back to the shipper. Clearance delays should be expected. 2. Personal purchase – Greater than five liters requires formal Sanitary Clearance and must be shipped via FedEx International Broker Select® option. |

Country Documentation Requirements

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|----------------------|--|---|--|
| Japan | <ol style="list-style-type: none"> 1. FedEx® International Air Waybill. 2. Commercial Invoice. 3. The consignee requires an Import License from the Japanese Ministry of Health, Labor and Welfare. 4. Commercial shipments must be shipped via FedEx International Broker Select® option. | <ol style="list-style-type: none"> 1. FedEx® International Air Waybill. 2. Commercial Invoice. 3. Make a notation on the Commercial Invoice that the wine is for "personal use, not for resale". | <ol style="list-style-type: none"> 1. Maximum shipment weight must not to exceed 10 Kg. |
| Liechtenstein | <ol style="list-style-type: none"> 1. FedEx® International Air Waybill. 2. Commercial Invoice. 3. Consignee requires an Import License. | <ol style="list-style-type: none"> 1. FedEx® International Air Waybill. 2. Commercial Invoice. 3. Make a notation on the Commercial Invoice that the wine is for "personal use, not for resale". | <ol style="list-style-type: none"> 1. Maximum shipment weight must not exceed 20 Kg. |
| Luxembourg | <ol style="list-style-type: none"> 1. FedEx® International Air Waybill. 2. Commercial Invoice. 3. VI-1 form (Non-U.S. origin wine) or Simplified Certification and Analysis Document (U.S. origin wine). See Appendix A. | <ol style="list-style-type: none"> 1. FedEx® International Air Waybill. 2. Commercial Invoice. 3. Make a notation on the Commercial Invoice that the wine is for "personal use, not for resale". | <ol style="list-style-type: none"> 1. Personal purchase - Reasonable Quantity (Guideline Six 750 ml bottles). |
| Macau | <ol style="list-style-type: none"> 1. FedEx® International Air Waybill. 2. Commercial Invoice. 3. The consignee requires an Import License from the Economic Department of Macau. | <ol style="list-style-type: none"> 1. FedEx® International Air Waybill. 2. Commercial Invoice. 3. The consignee requires an Import License from the Economic Department of Macau. 4. Make a notation on the Commercial Invoice that the wine is for "personal use, not for resale". | <ol style="list-style-type: none"> 1. Personal purchase - Reasonable Quantity (Guideline Six 750 ml bottles). |

Country Documentation Requirements

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|--------------------|--|---|---|
| Malta | <ol style="list-style-type: none"> 1. FedEx® International Air Waybill. 2. Commercial Invoice. 3. VI-1 form (Non-U.S. origin wine) or Simplified Certification and Analysis Document (U.S. origin wine). See Appendix A. | <ol style="list-style-type: none"> 1. FedEx® International Air Waybill. 2. Commercial Invoice. 3. Make a notation on the Commercial Invoice that the wine is for “personal use, not for resale”. | <ol style="list-style-type: none"> 1. Personal purchase – No known limits. |
| Monaco | <ol style="list-style-type: none"> 1. FedEx® International Air Waybill. 2. Commercial Invoice. 3. VI-1 form (Non-U.S. origin wine) or Simplified Certification and Analysis Document (U.S. origin wine). See Appendix A. 4. Must be shipped via FedEx International Broker Select® option. | <ol style="list-style-type: none"> 1. FedEx® International Air Waybill. 2. Commercial Invoice. 3. Make a notation on the Commercial Invoice that the wine is for “personal use, not for resale”. 4. Gift shipments valued under 45 Euro are not subject to duties and taxes. Please indicate “Gift” where applicable on the Commercial Invoice. | <ol style="list-style-type: none"> 1. Personal purchase - A maximum of six bottles of 0.75 cl and the value must be below 22 Euro. 2. More than six bottles or above 22 Euro must be shipped via FedEx International Broker Select® option. |
| New Zealand | <ol style="list-style-type: none"> 1. FedEx® International Air Waybill. 2. Commercial Invoice. | <ol style="list-style-type: none"> 1. FedEx® International Air Waybill. 2. Commercial Invoice. 3. Make a notation on the Commercial Invoice that the wine is for “personal use, not for resale”. | <ol style="list-style-type: none"> 1. Personal purchase - No known limit. |
| Philippines | <ol style="list-style-type: none"> 1. FedEx® International Air Waybill. 2. Commercial Invoice. 3. Consignee requires an Import License. | <ol style="list-style-type: none"> 1. FedEx® International Air Waybill. 2. Commercial Invoice. 3. Make a notation on the Commercial Invoice that the wine is for “personal use, not for resale”. | <ol style="list-style-type: none"> 1. Personal purchase - eight 750ml bottles. |

Country Documentation Requirements

| Country | Licensee to Licensee Guidelines | Licensee to Consumer Guidelines | Licensee to Consumer Quantity Restrictions |
|------------------|--|---|--|
| Portugal | <ol style="list-style-type: none"> 1. FedEx® International Air Waybill. 2. Commercial Invoice. 3. Certificate of Origin. 4. Approval form from the Portuguese Wine Institute. 5. VI-1 form (Non-U.S. origin wine) or Simplified Certification and Analysis Document (U.S. origin wine). See Appendix A. | <ol style="list-style-type: none"> 1. FedEx® International Air Waybill. 2. Commercial Invoice. 3. Certificate of Origin. 4. Additional customs forms may be required from the consignee to customs clear the shipment. 5. Make a notation on the Commercial Invoice that the wine is for "personal use, not for resale". | <ol style="list-style-type: none"> 1. Personal purchase - Reasonable Quantity (Guideline Six 750 ml bottles). |
| Romania | <ol style="list-style-type: none"> 1. FedEx® International Air Waybill. 2. Commercial Invoice. 3. Phyto-Sanitary Certificate. 4. Import License issued by AGRIM (Ministry of Agriculture). 5. Importer fiscal authorization. 6. Additional documents may be required to be completed by the consignee for customs clearance (Entry Document for endorsement by the Phyto-Sanitary Authority). 7. VI-1 form (Non-U.S. origin wine) or Simplified Certification and Analysis Document (U.S. origin wine). See Appendix A. | <ol style="list-style-type: none"> 1. FedEx® International Air Waybill. 2. Commercial Invoice. 3. Make a notation on the Commercial Invoice that the wine is for "personal use, not for resale". 4. A maximum of five 750 ml bottles will be allowed for gift shipments. Please indicate "Gift" where applicable on the Commercial Invoice. | <ol style="list-style-type: none"> 1. Personal purchase - Reasonable Quantity (Guideline Six 750 ml bottles). |
| Singapore | <ol style="list-style-type: none"> 1. FedEx® International Air Waybill. 2. Commercial Invoice. 3. Consignee requires an Import Permit. 4. Consignee requires an AVA Import License from the Singapore Agriculture Food and Veterinary Authority. | <ol style="list-style-type: none"> 1. FedEx® International Air Waybill. 2. Commercial Invoice. 3. Make a notation on the Commercial Invoice that the wine is for "personal use, not for resale". | <ol style="list-style-type: none"> 1. Personal purchase – Maximum five liters. |

Country Documentation Requirements

| Country | Licensee to Licensee Guidelines | Licensee to Consumer Guidelines | Licensee to Consumer Quantity Restrictions |
|----------------------------------|--|--|---|
| Slovakia | <ol style="list-style-type: none"> 1. FedEx® International Air Waybill. 2. Commercial Invoice. 3. VI-1 form (Non-U.S. origin wine) or Simplified Certification and Analysis Document (U.S. origin wine). See Appendix A. | <ol style="list-style-type: none"> 1. FedEx® International Air Waybill. 2. Commercial Invoice. 3. Make a notation on the Commercial Invoice that the wine is for “personal use, not for resale”. | <ol style="list-style-type: none"> 1. Personal purchase - Reasonable Quantity (Guideline Six 750 ml bottles). |
| Slovenia | <ol style="list-style-type: none"> 1. FedEx® International Air Waybill. 2. Commercial Invoice. 3. VI-1 form (Non-U.S. origin wine) or Simplified Certification and Analysis Document (U.S. origin wine). See Appendix A. 4. Sanitary clearance required. | <ol style="list-style-type: none"> 1. FedEx® International Air Waybill. 2. Commercial Invoice. 3. Make a notation on the Commercial Invoice that the wine is for “personal use, not for resale”. 4. Sanitary clearance required. | <ol style="list-style-type: none"> 1. Personal purchase - Reasonable Quantity (Guideline Six 750 ml bottles). |
| South Africa, Republic of | <ol style="list-style-type: none"> 1. FedEx® International Air Waybill. 2. Commercial Invoice. 3. Consignee requires an Import permit. 4. Consignee needs a Customs Code which can be obtained from South African Revenue Service. | <ol style="list-style-type: none"> 1. FedEx® International Air Waybill. 2. Commercial Invoice. 3. Consignee needs a Customs Code which can be obtained from South African Revenue Service (Only if shipments are received on a regular basis). 4. Make a notation on the Commercial Invoice that the wine is for “personal use, not for resale”. | <ol style="list-style-type: none"> 1. Personal purchase - Reasonable Quantity (Guideline Six 750 ml bottles). Large quantities of wine shipped to a private individual will receive close scrutiny by the South African Revenue Service. |
| Switzerland | <ol style="list-style-type: none"> 1. FedEx® International Air Waybill. 2. Commercial Invoice. 3. Consignee requires an Import License. | <ol style="list-style-type: none"> 1. FedEx® International Air Waybill. 2. Commercial Invoice. 3. Make a notation on the Commercial Invoice that the wine is for “personal use, not for resale”. | <ol style="list-style-type: none"> 1. Maximum shipment weight must not exceed 20 Kg. |

Country Documentation Requirements

| Country | Licensee to Licensee Guidelines | Licensee to Consumer Guidelines | Licensee to Consumer Quantity Restrictions |
|--|---|---|--|
| The Netherlands | <ol style="list-style-type: none"> 1. FedEx® International Air Waybill. 2. Commercial Invoice. 3. VI-1 form (Non-U.S. origin wine) or Simplified Certification and Analysis Document (U.S. origin wine). See Appendix A. | <ol style="list-style-type: none"> 1. FedEx® International Air Waybill. 2. Commercial Invoice. 3. Make a notation on the Commercial Invoice that the wine is for “personal use, not for resale”. | <ol style="list-style-type: none"> 1. Personal purchase - Reasonable Quantity (Guideline Six 750 ml bottles). |
| Thailand | <ol style="list-style-type: none"> 1. FedEx® International Air Waybill. 2. Commercial Invoice. 3. Consignee requires an Import License above 10 liters. | <ol style="list-style-type: none"> 1. FedEx® International Air Waybill. 2. Commercial Invoice. 3. Make a notation on the Commercial Invoice that the wine is for “personal use, not for resale”. | <ol style="list-style-type: none"> 1. Personal purchase – 10 liters. |
| United Kingdom of Great Britain | <ol style="list-style-type: none"> 1. FedEx® International Air Waybill. 2. Commercial Invoice. 3. VI-1 form (Non-U.S. origin wine) or Simplified Certification and Analysis Document (U.S. origin wine). See Appendix A. | <ol style="list-style-type: none"> 1. FedEx® International Air Waybill. 2. Commercial Invoice. 3. Make a notation on the Commercial Invoice that the wine is for “personal use, not for resale”. | <ol style="list-style-type: none"> 1. Personal purchase - Reasonable Quantity (Guideline Six 750 ml bottles). |

Appendix





Certification and Analysis of United States Wine for Export to the European Community

To: *Wine Exporters, Wine Industry Members, and Others Concerned*

What is the purpose of this circular?

This circular informs United States exporters of wine to the European Community (EC) of the new simplified certification and analysis documentation that the EC requires to accompany each shipment of U.S. grape wine and sparkling grape wine. You may use the new certification and analysis document, instead of the VI-1 form, for wine exports to the EC after April 1, 2007.

This Industry Circular supersedes ATF Industry Circular 86-2.

On March 10, 2006, the United States and the EC signed the "Agreement between the United States and the European Community on Trade in Wine" ("the Agreement") in which the EC, in part, agreed to permit grape wine originating in the U.S. to be imported into, marketed, and sold in the EC if accompanied by a certification document that is attached to Annex III of the Agreement (see Exhibit #1 of this circular). This certification form is less complex than the previous certificates required by the EC.

As of the date of this circular, the EC member countries are: Austria, Belgium, Bulgaria, Cyprus, the Czech Republic, Denmark, Estonia, Finland, France, Germany, Greece, Hungary, Ireland, Italy, Latvia, Lithuania, Luxembourg, Malta, Poland, Portugal, Romania, Slovakia/Slovak Republic, Slovenia, Spain, Sweden, The Netherlands, and the United Kingdom.

The Simplified EC Import Certificate Form.

Since the EC import certification form is not a TTB form, we recommend that you contact the European Commission ("the Commission") if you have any questions about the form. You can find contact information for the Commission in the "Inquiries" section of this circular.

Please note: According to the Agreement, the information on the form, excluding the producer's signature, may be pre-printed. Additionally, the EC has agreed to permit the form to be submitted electronically to the competent authorities of its Member states provided they have enabled the necessary technology.

The following instructions are intended to assist U.S. exporters in completing the EC import certificate form:

1. **Exporter:** Enter your full name and address in the United States.
2. **Serial number:** List a serial number that identifies the consignment in your records (for example, the invoice number).
3. **Importer:** Enter the full name and address in the EC.
4. **Competent authority at place of dispatch:** Enter the name and address of the U.S. Alcohol and Tobacco Tax and Trade Bureau's local office that is responsible for verifying the information referred to in the certification document at the winery or place of production. A list of TTB field offices is attached to this circular as Exhibit #2. Please see the TTB Web site at http://www.ttb.gov/pdf/tid_map_addresses.pdf for any updates or changes in these locations.
5. **Custom stamp:** Leave this item blank; it is for EC use only.
6. **Date wine clears EC customs:** Leave this item blank; it is for EC use only.
7. **Means of transport and transport details:** Enter the details that specify the means of transport used for delivery to the EC port of entry:
 - Specify mode of transport (ship, air, etc.);
 - State the name and address of the person responsible for transport (if different from exporter); and
 - State name of ship or number of flight, etc.
8. **Place of delivery:** If the goods are not to be delivered to the address given for the consignee (under Box 3—Importer), state the actual place of delivery in the EC.
9. **Description of the product:** State the following:
 - Type of product (for example, "Imported wine");
 - Sale designation (for example, as appears on the label, such as the name of the producer and the viticultural area or the brand name; there may be other acceptable sales designation information.);
 - Name of the country of origin (for example, "USA");
 - Name of the geographical designation, provided the wine qualifies for such a designation (for example, name of American viticultural area, State, or county);
 - Actual alcohol strength by volume; and
 - Color of the product (use "red," "rosé," "pink," or "white" only).
10. **Quantity:** State the type (bulk or bottle), volume, and quantity of the containers of the wine.
11. **Certificates:** Provide your TTB winery permit number.
12. **Record of control for EC only. For use by competent authority:** Leave this item blank; it is for EC use only.
13. **Signatory's company, Federal permit number, and telephone number:** State the name of the wine producer (person or company), Federal permit number, telephone number, and, where available, other contact details.


14. Name of signatory: Enter the name of the person who signs the certificate, that is, the wine producer or other officer in the producing company who is authorized to sign the certificate.
15. Place and date: Enter the place and date the document is signed.
16. Signature: The person listed in box 14 should sign the form in ink.

Inquiries

Inquiries concerning this form or its paper or electronic filing should be addressed to the European Commission via e-mail at: AGRI-EC-US-WINETRADE@ec.europa.eu.

Should you encounter any difficulties, please contact the Director, International Trade Division, Suite 400W, Alcohol and Tobacco Tax and Trade Bureau, 1310 G Street, NW, Washington, DC 20220. You may also contact the division by phone at 202-927-8110 or by e-mail at ITD@ttb.gov.

*John J. Manfreda
Administrator*



Alcohol and Tobacco Tax and Trade Bureau

Exhibit #1 — Simplified Export Certificate for U.S. Wine for Export to the European Community

Commercial document¹ to accompany wine products originating in the United States of America

| | | |
|--|---|---------------------|
| 1. Exporter (name and address) | 2. Serial number | |
| | 4. Competent authority in the US at place of dispatch (name and address) | |
| 3. Importer (name and address) | | |
| 5. Customs stamp (For official EC use only) | 6. Date wine clears EC customs (For official EC use only) | |
| 7. Means of transport and transport details | 8. Intended place of delivery (if different from 3) | |
| 9. Description of the imported product | | 10. Quantity |
| <p><i>In particular: actual alcoholic strength: color of the product:</i></p> | | |
| <p>11. Certificates</p> <p><i>The product described above is intended for direct human consumption, complies with the conditions governing the production and entry into circulation applicable in the United States of America, has been produced using oenological practices in accordance with the terms of the EC-U.S. Agreement on Trade in Wine, and has been produced by a winery licensed by the Alcohol and Tobacco Tax and Trade Bureau for the production of grape wine and is subject to inspection and control by the office of that agency specified above.</i></p> <p><i>Federal permit number (winery):</i></p> | | |
| 12. Record of control for EC only. For use by competent authority | 13. Signatory's company, Federal permit number and telephone number | |
| | 14. Name of signatory | |
| | 15. Place and date | |
| | 16. Signature | |

¹ According to Annex III of the Agreement between the European Community and the United States of America on Trade in Wine.

Exhibit #2

List of TTB Trade Investigation Division Field Offices

Northeast: **ME; VT; NH; NY; MA; PA; MD/DC; RI; CT; NJ; DE**

**Mellon Independence Center
701 Market Street, Suite 5300
Philadelphia, PA 19106
215-580-2007 (Voice)
215-580-2980 (Fax)**

Southeast: **AR; LA; MS; AL; TN; GA; FL; SC; NC**

**4300 West Cypress Street, Suite 340
Tampa, FL 33607
813-348-1610 (Voice)
813-348-1626 (Fax)**

Midwest: **WI; IN; IL; MI; OH; WV; KY; VA**

**27476 Detroit Road, Suite 103
Westlake, OH 44145
440-871-6055 (Voice)
440-871-6056 (Fax)**

Mountain: **ND; SD; WY; NE; CO; KS; NM; OK; TX; MN; IA; MO**

**180 E. 5th St., Suite 642
St. Paul, Minnesota 55101
651-290-3905 (Voice)
651-290-3909 (Fax)**

Northwest: **AK; HI; WA; OR; ID; NV; UT; MT; AZ**

**500 East Broadway, Suite 280
Vancouver, WA 98660
360-696-7900 (Voice)
360-696-7901 (Fax)**

California

**John E Moss Federal Office Building
650 Capitol Mall, Suite 6-700
Sacramento, CA 95814
916-930-5600 (Voice)
916-930-5610 (Fax)**

San Juan, PR

350 Chardon Ave., Suite 310

Bill Shipper Option (Duties and Taxes) – US Only

| | |
|---|--|
| Australia | Yes |
| Austria | Yes |
| Bulgaria | No |
| Belgium | Yes |
| Czech Republic | Yes |
| Finland | Yes |
| France | Yes when value is under 22 Euro and less than 6 bottles 750 ml |
| Germany | Yes |
| Greece | No |
| Ireland, Republic of | Yes |
| Italy | Yes when less than 5 liters |
| Japan | Yes |
| Luxembourg | Yes |
| Macau | Yes |
| Malta | Yes |
| New Zealand | Yes |
| Philippines | Yes |
| Portugal | No |
| Romania | Yes |
| Slovakia | Yes |
| South Africa, Republic of | Yes |
| The Netherlands | Yes |
| Switzerland | Yes |
| Thailand | Yes |
| United Kingdom, Channel Islands, England, Scotland and Wales | Yes |