

Documentation Guidelines:

- **Ingredients that do not require extra documentation (technical data sheet):**
 - Ingredients derived from a single source that do not contain limited or prohibited ingredients, added colors, nor alcohol
 - Cinnamon, juniper berries, vanilla beans, lemon peel, orange oil, cherry juice, etc.

- **Ingredients that do require extra documentation (technical data sheet):**
 - Ingredients derived from a single natural source that contain limited ingredients, colors, and/or alcohol
 - Extracts, essences and distillates with high alcohol contents (greater than 7% alcohol by volume), and solid extracts (with propylene glycol and/or caramel color)
 - Extracts, essences and distillates (regardless of alcohol content) when they are the only natural source that contribute to the name of the flavor
 - For extracts, essences and distillates that contain greater than 7% alcohol by volume, the technical data sheet must state what makes it unfit for beverage purposes.
 - For extracts, essences and distillates imported into the United States that are fit for beverage purposes, the quantity imported and proof of federal excise tax payment must accompany the submission.
 - For extracts, essences and distillates derived from multiple suppliers/manufacturers, the following requirements apply:
 - Products must be the same regardless of the supplier/manufacturer;
 - The technical data sheet must contain all relevant information required above (limited ingredients, color additives, etc.);
 - The alcohol content must be the same from all suppliers/manufacturers for alcohol-containing products; and
 - An in-house technical data sheet may be provided, but it must state whether the product is purchased or made in-house.
 - If needed, the manufacturing company may contact the Nonbeverage Products Laboratory directly to provide this information.

- **Ingredients that are compounded flavors:**
 - A company code/name and TTB number is preferred and must be provided if available. If this information is not available, the following must be provided on the manufacturing company's letter head or on a technical data sheet issued by the manufacturer:
 - Predominant flavoring ingredient(s) with quantities;
 - Description of the manufacturing/production process;
 - Solvent(s) used;
 - Limited ingredient(s) with quantities and units; and
 - Additive(s), such as color and oak extract, which may affect the finished product's label.
 - For compounded flavors that contain greater than or equal to 0.5% alcohol by volume, the document must state what makes the product unfit for beverage purposes.
 - For compounded flavors imported into the United States that are fit for beverage purposes, the quantity imported and proof of federal excise tax payment must accompany the submission.
 - If needed, the manufacturing company may contact the Nonbeverage Products Laboratory directly to provide this information.

**** All products containing 0.5% alcohol by volume or more must be unfit for beverage purposes. The NPL reserves the right to ask for a manufacturer's technical data sheet and/or a sample at any time. ****