TO ALL WINE EXPORTERS

Procedures for Exporting Wine to the European Union

The European Union (EU) requires that a document known as the VI1 be used to export wines to the EU (Document For The Importation of Wine, Grape Juice, or Must Into The European Community). The VI1 form serves as a certificate of analysis and compliance with EU regulations in regard to enological practices. A laboratory, chemist, or enologist that has been certified by the Alcohol and Tobacco Tax and Trade Bureau (TTB) must conduct the wine analysis. The exporter must utilize the services of a certified laboratory, chemist, or enologist.

There are two methods of processing the VI1 form: Self-certifying and non self-certifying. The type of category your company falls under will determine the method you use to process the VI1 form. TTB strongly recommends that you consider becoming a self-certifier. This is the most efficient way to export your product.

To become a self-certifying winery, the wine producer must submit a specifically worded statement labeled “Attachment IV” to:

Alcohol and Tobacco Tax and Trade Bureau
International Trade Division (ITD)
1310 G St. NW, Suite 400W
Washington, D.C., 20220

An example of a blank Attachment IV with the required language can be found on page five of this document. The statement certifies that the wine exported to the EU complies with United States rules of production, has not been subjected to enological practices that are not permitted under EU regulations, and that exported wines will be accompanied by a properly completed VI1 form. Only an individual with signing authority recognized by TTB can fill out and sign the form. ITD will notify the EU when the winery becomes authorized to self-certify its wines on the VI1 forms. This notification is done twice a year, usually during the first week of February and the first week of August. Normally, the producing winery can begin self-certifying six weeks after the EU is notified by TTB.

Processing the VI1 Form.

A. For non-self-certifying wineries, the exporter must submit an original and three copies of the VI1 Form, the Attachment III certification statement, and a 750ml sample of the product, to a TTB certified laboratory, chemist, or enologist. An example of a blank Attachment III with the required language can be found on page five of this document.

The laboratory, chemist, or enologist will conduct the seven tests specified in Block 11 of the VI1 and complete the section to ensure that the standard analytical units of measurement are precise and accurate. The certifier will keep a copy of the VI1 Form for its records and forward the original, the remaining 2 copies and the Attachment III certification statement to:
Alcohol and Tobacco Tax and Trade Bureau  
International Trade Division  
Attn: Export Certificate Program  
1310 G St. NW, Suite 400W  
Washington, DC 20220

The International Trade Division will complete Block 10 of the VI1 Form. The original VI1 Form along with the two copies will be returned to the exporter. The exporter must keep a copy of the form and forward the original and a copy along with the shipment.

B. For self-certifying wineries, the winery must submit an original and three copies of the VI1 form and a 750ml representative sample to a TTB certified laboratory, chemist, or enologist.

The laboratory, chemist, or enologist will determine and complete only the following items in Block 11: actual alcohol strength, total acidity, and total sulfur dioxide. They must ensure that the standard analytical units of measurement are precise and accurate.

The rest of the blocks in item 11 are left blank at this stage. The laboratory, chemist, or enologist will retain one copy of the VI1 form and return the original and three remaining copies back to the winery. An individual, with signing authority recognized by TTB, must complete the rest of the form. In Block 10, put a check in the box that states if the product is or is not for human consumption. In the space “Full name and address of the official agency;” type in

Alcohol and Tobacco Tax and Trade Bureau  
1310 G Street, NW  
Washington, DC 20220, U.S.A.

In the space immediately to the right of the address above, fill in the “place and date”, delete or cross out the words “name and title of official”, and then sign the form under the word “signature”. A stamp is not needed.

In Block 11, the name and address of the laboratory is not required and may be left blank. Some choose to fill it in. In the space immediately to the right, fill in the “place and date”, delete or cross out the words “name and title of official”, then sign the form under the word “signature”. A stamp is not needed. Keep one copy for your records. Per EU regulations, this company copy must be retained for five years. The original VI1 form and one copy are forwarded with the consignment.
C. Additional information on processing the VI1 Form:

1. The form needs to be filled out correctly to minimize delays. In Block 1 of the form, “Exporter’s name and Address” should agree with the exporter’s U.S. basic permit address held by the exporting winery or wholesaler and the basic permit number needs to be provided.

2. In the space to the right of Block 1 put in “U.S.A.” or “United States of America” in the space beside “Third Country of Issue”. Also in this block is a space for a Serial number. Put in two digits for the year, followed by a dash, and then the number for this submission. For example, if this is your fifth submission in the year 2004, the serial number will be 04-005.

3. The VI1 form is required for shipments going to European Member States ONLY. Current members include the following countries:

   Austria, Belgium, Bulgaria, Cyprus, Czech Republic, Denmark, Estonia, Finland, France, Germany, Greece, Hungary, Ireland, Italy, Latvia, Lithuania, Luxembourg, Malta, the Netherlands, Poland, Portugal, Romania, Slovakia, Slovenia, Spain, Sweden, and the United Kingdom.

4. In accordance with Article 42 of Reg. (EC) No. 555/2008, no certificate or analysis is needed for products in containers of 5 liters or less, with a non-reusable closing device, when the total shipment does not exceed 100 liters. A certificate is also not required in cases where wine and grape juice forms part of the personal property of private individuals transferring their normal place of residence from a third country to the European Union within the meaning of Article 2 of Regulation (EEC) No 918/83.

5. EU regulations and not those of the United States require the VI1 form.

   It is the exporter’s responsibility to obtain the forms from private or EU government sources. ITD will fax or mail a copy of the VI1 form that can be used as a reference. Detailed information concerning the VI1 form can be found in Commission Regulation (EC) No. 555/2008 of 27 June 2008. This regulation, along with attached VI1 forms, can be found via a link on the USDA’s Foreign Agricultural Service website, at http://www.useu.be/agri/usda.html.
It is hereby certified that the consignment of wine referenced on Forms VI1, identified by serial No._____________: 

a) has been produced by i______________________________________
__________________________________________________________
__________________________________________________________

b) will be exported by ii _______________________________________
__________________________________________________________
__________________________________________________________

c) complies with United States rules of production; and,

d) has not been subjected to enological practices which are not permitted under current EEC provisions relating to the import of the product in question.

It is further certified that the above referenced Forms VI1 have been completed in accordance with ATF Procedure 86-1 and subsequent amendments relating to the requirements thereof.

I, the undersigned, as the duly authorized representative of the above named exporter, certify the statements herein to be true and, furthermore, consent:

- upon request, to provide the Alcohol and Tobacco Tax and Trade Bureau any information required to evaluate the data included on the above referenced Forms VI1; and,

- to the disclosure by the Alcohol and Tobacco Tax and Trade Bureau to the governing bodies of the European Economic Community and its Member States of any information which would have a material bearing on the representations made by this certificate.

___________________________________              ___________________
Signature of Duly Authorized                                      Date of Signature
Representative of Above Named Exporter

______________________________________________
Typed Name and Title of Above Representative

i Insert name, address and bonded winery registry number of producer as shown on “Wine Producer’s and Blender’s Basic Permit” (TTB F 5120.18).

ii Insert name, address and Basic Permit number of exporter as shown on “Wholesaler’s Basic Permit” (TTB F 5170.3).
ATTACHMENT IV

It is hereby certified that wine produced by $\text{i}$

1. ___________________________________________

which is exported from the U.S. to the European Economic Community (EEC) by the above named producer on or after April 2, 1986:

a. complies with United States rules of production;

b. has not been subjected to enological practices which are not permitted under current EEC provisions relating to the import of the product in question; and,

c. will be accompanied by forms VI1 completed in accordance with ATF Procedure 86-1 and any subsequent amendments relating to the requirements thereof.

I, the undersigned, as the duly authorized representative of the above named exporter, certify the statements herein to be true and, furthermore, consent:

- upon request, to provide the Alcohol and Tobacco Tax and Trade Bureau any information required to evaluate the data included on the above referenced Forms VI1; and,

- to the disclosure by the Alcohol and Tobacco Tax and Trade Bureau to the governing bodies of the European Economic Community and its Member States of any information which would have a material bearing on the representations made by this certificate.

Signature of Duly Authorized Representative of Above Named Winery  
Date of Signature

Typed Name and Title of Representative Above