



ULTIMATE SPIRITS CHALLENGE

NO SHORTCUTS. JUST HONEST, IMPARTIAL JUDGING.

Dear Entrant to Ultimate Spirits Challenge 2017,

Thank you for informing us that you will be shipping your samples to us from outside the United States.

In order for your shipment not to be refused by US Customs, it is important that you follow the instructions listed below. We will help you through the process.

DO NOT SHIP

UNTIL ULTIMATE SPIRITS CHALLENGE HAS CONFIRMED THAT ALL DOCUMENTATION IS IN ORDER.

1. First, send us your completed entry form.
2. You need a COLA (Certificate of Label Approval) or COLA Waiver. If you do not have a US importer, we will apply for a **COLA Waiver** on your behalf. Let us know if we need to apply for one. (Takes 2 weeks to receive the COLA Waiver after we have received your entry form.)
3. If you are shipping Tequila, Scotch/Irish/Canadian Whisky, or Cognac, from outside the U.S. you must apply for a **Certificate of Origin** – US Customs will request it.
4. Place labels on the bottles which say “Samples. For Evaluation Purposes Only”. (Ordinary white address labels are acceptable.)
5. Once we have the COLA Waiver and before you ship you need a U.S. Customs **Prior Notice**. We can apply for this on your behalf.
6. If we are applying for the Prior Notice, we will first need your shipment’s tracking number. This can be acquired in advance of shipping by setting up your shipment through the **DHL, FedEx or UPS websites**.
7. We suggest using **DHL, FedEx or UPS** to ship.
8. Prepare a **commercial invoice and** include the following information (also see next page):
 - IMPORTER: **Ultimate Beverage Challenge, 50 Broadway, Hawthorne, NY 10532, USA**
 - CONSIGNEE ADDRESS: **Ultimate Spirits Challenge, Metro-Pack, Inc., 37 Jeanne Drive, Newburgh, NY 12550, USA (NOTE: The Importer and Consignee names and addresses are different.)**
 - MANUFACTURER’S ADDRESS: (the distillery address)
 - One copy of the commercial invoice will be for the courier and another copy should be emailed to us.

In summary: 1) send us your completed entry form; 2) inform us that you’re shipping from outside the U.S.; 3) COLA Waiver; 4) Certificate of Origin (if required); 5) provide us with your airbill/tracking number and commercial invoice; 6) Commercial Invoice; 7) Prior Notice; 8) we send COLA Waiver and Prior Notice to you and then you ship.

Please note that YOU are responsible for any import duties. If fees are incurred by Ultimate Spirits Challenge, they will be billed back to you. The “Bill shipper” box MUST be checked on the DHL/FedEx/UPS airbill.

If you have any questions, please do not hesitate to contact info@ultimate-beverage.com. We are here to assist you.

Sincerely,

Ultimate Spirits Challenge

Information required on your Commercial Invoice

Company Letterhead: Use your official company letterhead

Sender's Name and Address: Print your (or your company's) full name and address, including post code and telephone, and VAT/Tax ID/EIN number.

Importer Address: Ultimate Beverage Challenge LLC, 50 Broadway, Hawthorne, NY 10532, USA. Tel. +1 (347) 878-6551.

Receiver's/Consignee Address: Ultimate Spirits Challenge, Metro-Pack, Inc., 37 Jeanne Drive, Newburgh, NY 12550, USA. Tel. +1 (845) 564-5275.

Manufacturer's Address: The address of the distillery where the products are produced.

Waybill (AWB) Number: Add the waybill number for this shipment

Details of the Shipment: Enter the number of pieces, the gross weight and the net weight for this shipment.

Carrier: DHL/ FedEx/ UPS (or other courier)

Description of the Goods: Enter a description for each item in this shipment.

Quantity: Enter the quantity for each item

Unit Value and Currency: State the value (and currency) of each item

Sub Total and Currency: Enter the sub total (and currency) of each item

Total Value and Currency: Enter the total value (and currency) of the shipment

Reason for Export: "Samples for evaluation purposes-only. No commercial value."

Sign: Your printed name, the date and your signature.