



# ULTIMATE WINE CHALLENGE

NO SHORTCUTS. JUST HONEST, IMPARTIAL JUDGING.

Dear Entrant to Ultimate Wine Challenge 2017,

If you have a U.S. importer please ship to them and have them send your samples to us from within the U.S.

If you will be shipping your samples directly to us from outside the United States it is important that you follow the instructions listed below so your shipment is not refused or delayed by U.S. Customs. We will help you through the process.

**Do not ship until Ultimate Wine Challenge has confirmed that all your 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 either we will apply for a **COLA Waiver** on your behalf; please let us know. Allow 2 weeks to receive the COLA Waiver.
3. Place labels on the bottles which say "Samples. For Evaluation Purposes Only". (Ordinary white address labels are acceptable.)
4. 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.
5. For the Prior Notice, we will need your shipment's tracking number. This can be obtained from your carrier in advance of shipping. We suggest using **FedEx** or **UPS** to ship. DHL is also an option.
6. 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 winery 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 directly to us from outside the U.S.; 3) COLA Waiver; 4) provide us with your airbill/tracking number; 5) Commercial Invoice; 6) Prior Notice; 7) we send COLA Waiver and Prior Notice to you and then you ship (attach the documents securely in an envelope on the outside of your box).

**Please note that YOU are responsible for any import duties. If fees are incurred by Ultimate Wine 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](mailto:info@ultimate-beverage.com). We are here to assist you.

Sincerely,

*Ultimate Wine 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 postal code and telephone, and VAT number/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 Wine Challenge, Metro-Pack, Inc., 37 Jeanne Drive, Newburgh, NY 12550, USA. Tel. +1 (845) 564-5275.

**Manufacturer's Address:** The address of the winery 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:** FedEx/ UPS/ DHL (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.