

## SUPPLEMENTARY FILE

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**Getting started:**

1. Has your brewery prepared at least one Certificate of Labeling Approval (COLA) for submission to the Alcohol and Tobacco Tax and Trade Bureau (TTB)?

☐

Yes

☐

In process of first COLA submission

☐

No

## Getting started:

2. How would you classify your involvement with the COLA submission process at your brewery?

- ☐ Not involved
- ☐ Somewhat involved
- ☐ Very involved

**We would like to gather some information about your brewery:**

- \* 4. How many total full-time personnel (personnel working 40 or more hours per week) are currently employed by your brewery? (ex: 14, 5.5, 30, etc...)

- \* 5. What was your brewery's production in BBL/year for its most recent fiscal year? (Please enter a whole number)

6. Which of the following Brewers Association categories best describes your craft brewery?

- ☐ Brewpub
- ☐ Microbrewery
- Contract brewery ☐
- Regional brewery ☐
- Taproom brewery
- ☐ Other (please specify)

7. In what year did your brewery secure it's TTB Brewer's Permit?

**We are interested in your brewery's level of experience with the COLA process:**

8. Has your brewery prepared a TTB COLA submission for cans or bottles intended for retail sale?

☐ Yes

☐ No

9. Approximately how many total bottle or can COLAs has your brewery submitted for TTB approval?

- ☐ 1-5 labels
- ☐ 6-10 labels
- ☐ 11-20 labels
- ☐ Greater than 20 labels

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10. Has your brewery prepared a TTB COLA submission for keg collars?

☐ Yes

☐ No

11. Approximately how many total keg collars has your brewery submitted for TTB approval?

- ☐ 1-5 labels
- ☐ 6-10 labels
- ☐ 11-20 labels
- ☐ Greater than 20 labels



**These questions will address your brewery's experience with the COLA process:**

12. Approximately how much time (in hours) does your brewery spend preparing each COLA submission?

- ☐ Less than 1 hour
- ☐ 1 - 5 hours
- ☐ 6 - 10 hours
- ☐ Greater than 10 hours

13. Approximately how much time (in hours) does your brewery spend in correspondence with the TTB per COLA submission?

- ☐ Less than 1 hour
- ☐ 1-5 hours
- ☐ 6-10 hours
- ☐ Greater than 10 hours

14. How often does your brewery use the following resources to assist with COLA submissions?

	Always	Most of the time	Sometimes	Rarely	Never
TTB website	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Brewers Association website	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Advice from fellow brewers	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Advice/training from a coworker or boss	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Correspondence with TTB officials	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

15. If your brewery has used resources not specified above, please list them here:

16. Please indicate how burdensome the following items are when seeking label approvals:

	Not burdensome			Very burdensome			Not sure
Complexity of rules	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Quantity of rules	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Inconsistency among TTB reviewers	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Contradictions between TTB rulings and rulings of other agencies (i.e., state or local rulings)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

17. Has your brewery incurred any of the following expenses due to the COLA process?

	Yes	No	Not sure
Employee pay adjustment	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Daily work routine changes	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Consulting/attorney fees	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Lost sales revenue	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Time taken away from other business tasks to understand regulations	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Time to meet with consultants	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

If your brewery has incurred costs that are not listed, please provide them here:

18. Please indicate how strongly you agree or disagree with the following statements:

	Strongly disagree	Disagree	Neutral	Agree	Strongly agree
The TTB labeling requirements are difficult to navigate.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Existing resources meet the needs of craft brewers as they prepare COLA submissions.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Additional resources for craft brewers would improve success with the COLA process	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

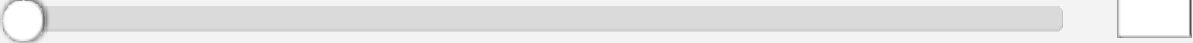
19. Have you been required to resubmit a COLA due to submission errors?

☐ Yes

☐ No

20. Approximately how many of your brewery's COLAs have required resubmission?

0% 100%



The form contains a horizontal slider bar. On the left, there is a circular handle positioned at the 0% mark. On the right, there is a small square input box positioned at the 100% mark. The slider bar itself is a light gray line with rounded ends.

Has your brewery had to resubmit COLAs for any of the following reasons?

Please answer "yes," "no," or "not sure" to the items below.

21. Spelling errors:

- ☐ Yes
- ☐ No
- ☐ Not sure

22. Required information missing:

- ☐ Yes
- ☐ No
- ☐ Not sure

23. Reviewer questions regarding class/type designation:

- ☐ Yes
- ☐ No
- ☐ Not sure

24. Reviewer questions or concerns over label images:

- ☐ Yes
- ☐ No
- ☐ Not sure

25. Reviewer questions or concerns over label language:

- ☐ Yes
- ☐ No
- ☐ Not sure

26. Product required formula submission:

- ☐ Yes
- ☐ No
- ☐ Not sure

27. Has your brewery had to resubmit a COLA submission for any of the reasons not identified above? If so, please describe here:

28. Which of the following items has been cited as missing from your brewery's COLA submissions? Select all that apply.

- ☐ Brand name
- ☐ Class/type designation
- ☐ Name of bottler/producer
- ☐ Address of bottler/producer
- ☐ Net contents
- ☐ Alcohol content
- ☐ Disclosure of FD&C Yellow #5
- ☐ Disclosure of cochineal extract
- ☐ Disclosure of carmine extract
- ☐ Disclosure of saccharin
- ☐ Disclosure of sulfites
- ☐ Disclosure of aspartame
- ☐ Health warning statement
- ☐ Other (please specify)

**Now we would like your feedback on the formula submission process:**

29. Has your brewery sought **formula approval(s)** from the TTB as part of the labeling approval process?

☐ Yes

☐ No



30. Approximately how many formulas has your brewery submitted for TTB approval?

- ☐ 1-5
- ☐ 6-10
- ☐ 11-20
- ☐ Greater than 20

31. Approximately how much time (in hours) does your brewery spend preparing formula submissions?

- ☐ Less than 1 hour
- ☐ 1-5 hours
- ☐ 6-10 hours
- ☐ Greater than 10 hours

32. Approximately how much time (in hours) does your brewery spend in correspondence with the TTB per formula submission?

- ☐ Less than 1 hour
- ☐ 1-5 hours
- ☐ 6-10 hours
- ☐ Greater than 10 hours

33. How often does your brewery use the following resources when preparing formula submissions?

	Always	Most of the time	Sometimes	Rarely	Never
TTB website	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Brewers Association website	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Advice from fellow brewers	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Advice/training from a coworker or boss	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Correspondence with TTB officials	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
TTB Ingredient Exemption List (TTB Attachment 2015-1)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

34. If your brewery has used resources other than those specified above, please indicate them here:

35. Please indicate how burdensome the following items are when seeking formula approvals:

	Not burdensome					Very burdensome	Not sure
Complexity of rules	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Quantity of rules	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Inconsistency among TTB reviewers	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Contradictions between TTB rulings and rulings of other agencies (i.e., state or local rulings)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

36. Has your brewery incurred any of the following expenses due to the formula submission process?

	Yes	No	Not sure
Employee pay adjustment	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Daily work routine changes	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Consulting/attorney fees	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Lost sales revenue	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Time taken away from other business tasks to understand regulations	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Time to meet with consultants	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

If your brewery has incurred costs that are not listed, please provide them here:

37. Please indicate how strongly you agree or disagree with the following statements:

Strongly disagree

Disagree

Neutral

Agree

Strongly agree

The TTB  
formula  
requirements  
are difficult to  
navigate.

☐☐☐☐☐

Existing  
resources meet  
the needs of  
craft brewers as  
they  
prepare formula  
submissions.

☐☐☐☐☐

Additional  
resources for  
craft brewers  
would improve  
success with  
the formula  
submission  
process

☐☐☐☐☐

38. Have you been required to resubmit a formula due to submission errors?

☐

Yes

☐

No

39. Approximately how many of your brewery's formula submissions have required resubmission?

0 100

40. Has your brewery had to resubmit formulas for any of the following reasons?

	Yes	No	Not sure
Required information missing	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Use of non-exempt ingredient (i.e. a "nontraditional" ingredient that is not included on the TTB exemption list)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Use of non-traditional processes	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

If your brewery has had to resubmit a formula for reason that is not included on the list above, please include it here:

41. Has your brewery submitted a petition to include an ingredient on the TTB exemption list?

☐ Yes

☐ No

☐ Not sure

42. How many ingredients has your brewery submitted for inclusion on the TTB exemption list?

- ☐ 1
- ☐ 2 - 3
- ☐ 4 - 5
- ☐ Greater than 5

43. Approximately how much time (in hours) has your brewery spent on preparing ingredient submissions?

- ☐ Less than 1 hour
- ☐ 1 - 5 hours
- ☐ 6 - 10 hours
- ☐ Greater than 10 hours

44. Approximately how long has the entire process taken, including correspondence with the TTB and approval/denial of the request?

- ☐ Less than 1 month
- ☐ More than 1 month but less than 3 months
- ☐ More than 3 months but less than 6 months
- ☐ More than 6 months but less than 9 months
- ☐ More than 9 months but less than 12 months
- ☐ More than 12 months
- ☐ Currently in process

45. What percentage of your ingredient submissions have been accepted and included on the TTB exemption list?

0 100

46. How simple or difficult is the submission process to include ingredients on the TTB exemption list?

- ☐ Very simple
- ☐ Simple
- ☐ Neither simple nor difficult
- ☐ Difficult
- ☐ Very difficult

Last, we want to hear your thoughts on COLA and formula submission resources.

47. On which of the following topics would you like additional resources? Please check all that apply.

- ☐ COLA submissions
- ☐ Formula submissions
- ☐ Submitting ingredients for inclusion on the TTB exemption list
- ☐ Other (please specify)



Thank you for your participation!

To thank you for your participation, we would like to enter you for a chance to win free registration to the Craft Brewers Conference. Please enter your information below to be entered for a chance to win.

Please note that your information will not be tied to your survey responses.

48. Contact Information:

Name

Brewery

Address

Address 2

City/Town

State/Province

ZIP/Postal Code

Email Address

Phone Number

