



Winery Schedules – Producer

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TTB Filing Type and Filing Frequency

The OLCC issues Winery licenses for locations that allow on-premises consumption or that designate the premises as a non-consumption location. Winery licensees are required to hold a federal TTB Basic Permit as either a Producer filing type or a Wholesaler filing type. The Privilege Tax winery schedules are different for each TTB permit type.

Additionally, OLCC Privilege Tax reporting distinguishes between Monthly and Annual Filers. **Both Monthly and Annual Filers are required to file returns even when there is no activity or no tax liability.**



Producer filing types qualify to file annually if they have not incurred any tax liability in the previous year and do not expect to have any tax liability for the following year.

Annual filers typically have no tax liability due to claiming the small winery exemption, SWE, that allows exemption of the first 40,000 gallons sold in Oregon for wineries that produce less than 100,000 gallons annually. If your online account does not reflect the proper Filing Frequency status, please contact the Privilege Tax team at: olcc.privilegetaxonline@olcc.oregon.com

Schedules - The following instructions are for Webform data entry. For Wineries that have a large number of transactions to report, please see the instructions for uploading data using an Excel template under the System Navigation panel at: <https://us.sicpa.com/olcc-training-resources>, and on the instructions tab of the template. There are different templates for each Filing Type and Filing Frequency status.

In either case, you will need to be familiar with using the webforms, as the EDI Upload process does not complete the SIWB or SITP schedules. The instructions below include references to where the schedules are summarized in your statement. This is important so that you can track your entries and know when the return is in balance. You can view the statement pages for any return by clicking on the green

page icon from the Filings page.



BI – Beginning Inventory

Once you have opened a return, the system will display a blank page with the first schedule selected in the left-hand column. Click on the blue Add Schedule Detail button to open the webform



The BI schedule is only provided for the first period you file online. There are three types of wine inventory: bonded-bulk, bonded-bottled, and taxpaid. These inventory types correspond with the three inventory summary pages of your statement that will need to be balanced later in the process.

Show Count SCHEDULE BI - BEGINNING INVENTORY + Add Schedule Detail

BI

Entries 0

SIWB

No transactions found

Each inventory type has five columns of entry fields for each of the different ABV types. Enter the total volume for each and then click on the green Save button. The system will automatically enter zero for the fields left blank.

EDIT SCHEDULE BI - BEGINNING INVENTORY

	CIDER 8.5% AND UNDER (BARRELS)	CIDER OVER 8.5% TO 16% (GALLONS)	CIDER OVER 16% TO 21% (GALLONS)	WINE 16% AND UNDER (GALLONS)	WINE OVER 16% TO 21% (GALLONS)
Beginning Inventory Wine in Bond - Bottled	0	0	0	500.00000	0
Beginning Inventory Wine in Bond - Bulk	0	0	0	500.00000	0
Beginning Inventory Taxpaid	0	0	0	0	100.00000

Once your beginning inventories are established the first time, the system will automatically bring the ending inventory forward as the beginning inventory for the next filing period.

View the beginning inventory for each type on line1 of the inventory summary pages of the statement.

Bonded Inventory - Bulk					
	A Cider 8.5% and Under (Barrels)	B Cider Over 8.5% to 16% (Gallons)	C Cider Over 16% to 21% (Gallons)	D Wine 16% and Under (Gallons)	E Wine Over 16% to 21% (Gallons)
1. Beginning Inventory (BI Schedule - Wine in Bond - Bulk) or Ending Inventory (Bulk) on SIWB Schedule from previous return)	0	0	0	500	0

Bonded Inventory - Bottled					
	A Cider 8.5% and Under (Barrels)	B Cider Over 8.5% to 16% (Gallons)	C Cider Over 16% to 21% (Gallons)	D Wine 16% and Under (Gallons)	E Wine Over 16% to 21% (Gallons)
1. Beginning Inventory (BI Schedule - Wine in Bond - Bottled) or Ending Inventory (Bottled) on SIWB Schedule from previous return)	0	0	0	500	0

TaxPaid Inventory					
	A Cider 8.5% and Under (Barrels)	B Cider Over 8.5% to 16% (Gallons)	C Cider Over 16% to 21% (Gallons)	D Wine 16% and Under (Gallons)	E Wine Over 16% to 21% (Gallons)
1. Beginning Inventory (BI Schedule - Taxpaid or Ending Taxpaid Inventory (Bottled) on SITP Schedule from previous return)	0	0	0	0	100



SIWB – Summary Inventory Wine in Bond

The SIWB webform provides entry fields for bulk and bottled wine in bond, including the first three lines which are dedicated for production.

By using the drop-down menus for Inventory Gains and Inventory Reductions and choosing Change of Tax Class, the system then provides a line of entry fields for that option. This is how you show the movement of product from bulk to bottled, and from bottled to taxpaid (on the SITP schedule).

	CIDER 8.5% AND UNDER (BARRELS)	CIDER OVER 8.5% TO 16% (GALLONS)	CIDER OVER 16% TO 21% (GALLONS)	WINE 16% AND UNDER (GALLONS)	WINE OVER 16% TO 21% (GALLONS)
Produced by Fermentation				500.00000	
Produced for Sparkling Wine					
Produced by Other ⓘ					
INVENTORY GAINS (BULK) ▼					
INVENTORY GAINS (BOTTLED) ▼					
✕ Change of Tax Class				500.00000	
Used for Production of Sparkling Wine					
Used For Other Production ⓘ					
INVENTORY REDUCTION (BULK) ▼					
✕ Change of Tax Class				500.00000	
INVENTORY REDUCTION (BOTTLED) ▼					

The example above shows production of 500 gallons, which is added to the bulk inventory and appears on line 2 of the Bonded Inventory summary page of your statement.

The Change of Tax Class entry under Inventory Reductions then moves the 500 gallons **from** Bulk (line 11 below), and the Change of Tax Class entry under Inventory Gains shows the 500 gallons moved **to** Bottled (line 3 below).



With the SIWB schedule open, click on the blue Preview Statement button at the bottom of the page and scroll down to view the first two inventory summary pages.

Bonded Inventory - Bulk

	A	B	C	D
	Cider 8.5% and Under (Barrels)	Cider Over 8.5% to 16% (Gallons)	Cider Over 16% to 21% (Gallons)	Wine 16% and Under (Gallons)
1. Beginning Inventory (BI Schedule [Wine in Bond - Bulk] or Ending Inventory (Bulk) on SIWB Schedule from previous return)	0.	0.	0.	500.
2. Produced by Fermentation (Schedule SIWB)	0.	0.	0.	500.
3. Produced By Other (Schedule SIWB - sum of entries for Produced by Other and Produced for Sparkling Wine)	0.	0.	0.	0.
4. Bond to Bond Transfers In (Schedule 3F - where Unit of Measure is Bulk - Gallons)	0.	0.	0.	0.
5. Inventory Gains - Change of Tax Class (Schedule SIWB - Inventory Gains (Bulk) <u>only</u> when Change of Tax Class selected)	0.	0.	0.	0.
6. Inventory Gains - Other (Schedule SIWB - Inventory Gains (Bulk) sum of all other entries that are <u>not</u> Change of Tax Class)	0.	0.	0.	0.
7. Total to Account (Sum of Lines 1 thru 6)	0.	0.	0.	1000.
8. Taxpaid Removals (Sum of all entries on Schedule 1D when Unit of Measure selected is Bulk - Gallons)	0.	0.	0.	0.
9. Transfers Out In-Bond (Schedule 3G - when Unit of Measure selected is Bulk - Gallons)	0.	0.	0.	0.
10. Used for Production - (Schedule SIWB - sum of entries for Used for Production of Sparkling Wine and Used for Other Production)	0.	0.	0.	0.
11. Inventory - Change of Tax Class (Schedule SIWB - Total Inventory Reduction (Bulk) when Change of Tax Class selected)	0.	0.	0.	500.
12. Inventory - Other (Schedule SIWB - Total Inventory Reduction (Bulk) sum of all entries that are not Change of Tax Class)	0.	0.	0.	0.
13. Ending Inventory (Schedule SIWB - Ending Inventory (Bulk))	0.	0.	0.	0.
14. Total Accounted for (Sum of Lines 8 thru 13)	0.	0.	0.	500.

*Lines 7 and 14 must be within 1 unit value of each other in order to submit

Bonded Inventory - Bottled

	A	B	C	D
	Cider 8.5% and Under (Barrels)	Cider Over 8.5% to 16% (Gallons)	Cider Over 16% to 21% (Gallons)	Wine 16% and Under (Gallons)
1. Beginning Inventory (BI Schedule - Wine in Bond - Bottled or Ending Inventory (Bottled) on SIWB Schedule from previous return)	0.	0.	0.	500.
2. Bond to Bond Transfers In (Schedule 3F - where Unit of Measure is Bottled - Gallons)	0.	0.	0.	0.
3. Inventory Gains - Change of Tax Class (Schedule SIWB - Inventory Gains (Bottled) when Change of Tax Class selected)	0.	0.	0.	500.
4. Inventory Gains - Other (Schedule SIWB - Inventory Gains (Bottled) sum of all entries that are not Change of Tax Class)	0.	0.	0.	0.
5. Total to Account (Sum of Lines 1 thru 4)	0.	0.	0.	1000.
6. Taxpaid Removals (Sum of all entries on Schedule 1D when Unit of Measure selected is any value EXCEPT Bulk - Gallons)	0.	0.	0.	500.
7. Transfers Out In-Bond (Sum of all entries on Schedule 3G when Unit of Measure selected is any value EXCEPT Bulk - Gallons)	0.	0.	0.	0.
8. Inventory - Change of Tax Class (Schedule SIWB - Total Inventory Reduction (Bottled) only when Change of Tax Class selected)	0.	0.	0.	0.
9. Inventory - Other (Schedule SIWB - Total Inventory Reduction (Bottled) sum of all other entries that are <u>not</u> Change of Tax Class)	0.	0.	0.	0.
10. Ending Inventory (Schedule SIWB - Ending Inventory (Bottled))	0.	0.	0.	0.
11. Total Accounted for (Sum of Lines 6 thru 10)	0.	0.	0.	500.

*Lines 5 and 11 must be within 1 unit value of each other in order to submit

Note that the upper sections must be balanced with the lower sections. Lines 7 and 14 of the Bulk, and lines 5 and 11 of the Bottled, must match (within one unit – gallons or barrels) before the return can be submitted.

In the example above, the entries are not in balance. Further entries are needed for the ending bulk and bottled inventories, which are also fields in the SIWB webform.



Ending Inventory (Bulk)				500.00000	
Ending Inventory (Bottled)				500.00000	

[Save](#) [Cancel](#)

When you are finished with SIWB entries, click on the green Save button and you are returned to the SIWB summary page and the list of schedules in the left-hand column.

[Actions](#)

	Cider 8.5% and Under (Barrels)	Cider Over 8.5% to 16% (Gallons)	Cider Over 16% to 21% (Gallons)	Wine 16% and Under (Gallons)	<input checked="" type="checkbox"/> Edit Schedule Detail <input type="checkbox"/> Remove Schedule Detail
Produced by Fermentation				500.00000	
Produced for Sparkling Wine					
Produced by Other					
Total Inventory Gains (Bulk)					
▼					
Total Inventory Gains (Bottled)				500.00000	
▼					
Used for Production of Sparkling Wine					
Used For Other Production					
Total Inventory Reduction (Bulk)				500.00000	
▼					
Total Inventory Reduction (Bottled)					
▼					
Ending Inventory (Bulk)				500.00000	
Ending Inventory (Bottled)				500.00000	

[Submit Filing](#) [Preview Statement](#) [Back to Account](#)

If/when you need to make changes, click on the blue Actions button and choose Edit Schedule Detail. You may also delete the form to start over.

The other options under Inventory Gains and Inventory Reductions may be used but be sure they are balanced with corresponding inventory changes.



INVENTORY REDUCTION (BULK)

BOTTLED DUMPED TO BULK
CHANGE OF TAX CLASS
REMOVED FOR TESTING
PHYSICAL COUNT
REMOVED FOR FAMILY USE
REMOVED FOR TASTING

INVENTORY REDUCTION (BOTTLED)

RETURNED TO BULK
CHANGE OF TAX CLASS
REMOVED FOR TESTING
PHYSICAL COUNT
REMOVED FOR FAMILY USE
REMOVED FOR TASTING

Please **do not** use the Removed for Family Use or Removed for Tasting options. This will cause the volumes to be taxed. Instead, report your family use and tasting removals on schedule 1D, and choose the SWE if applicable.

SITP – Summary Inventory Tax Paid

The SITP webform is similar to the SIWB. The first line of entry fields is for tax paid wine received from your custom crush provider. Report only wine that is at your premises. This entry appears on line 4 of the Tax Paid inventory summary.

Options under the Inventory Gains drop-down menu include Purchased Oregon tax paid, and Transfers In. This entry appears on line 5.

There is also a dedicated line of entry fields for Sales. Sales is a reduction of tax paid inventory and appears on line 7 of the inventory summary.

The drop-down menu for Inventory Reductions includes Transfers Out. Again, please do not use the Personal Use option.



EDIT SCHEDULE SITP - SUMMARY INVENTORY - TAX PAID

	CIDER 8.5% AND UNDER (BARRELS)	CIDER OVER 8.5% TO 16% (GALLONS)	CIDER OVER 16% TO 21% (GALLONS)	WINE 16% AND UNDER (GALLONS)	WINE OVER 16% TO 21% (GALLONS)
Received from Custom Crush Producers (Bottled)				500.00000	
INVENTORY GAINS					
Sales					
INVENTORY REDUCTION					
Personal Use					
Ending Taxpaid Inventory (Bottled)				1,000.00000	100.00000

Save Cancel

As with the SIWB, entering an ending inventory is critical to balancing your statement.

When you are finished with SITP entries, click on the green Save button and you are returned to the SITP summary page and the list of schedules in the left-hand column

SCHEDULE SITP - SUMMARY INVENTORY - TAX PAID

	Cider 8.5% and Under (Barrels)	Cider Over 8.5% to 16% (Gallons)	Cider Over 16% to 21% (Gallons)	Wine 16% and Under (Gallons)	Actions
Received from Custom Crush Producers (Bottled)				500.00000	Edit Schedule Detail Remove Schedule Detail
Total Inventory Gains					
Sales					
Total Inventory Reductions					
Ending Taxpaid Inventory (Bottled)				1,000.00000	100.00000

If/when you need to make changes, click on the blue Actions button and choose Edit Schedule Detail. You may also delete the form to start over. Click on the blue Preview Statement button to review the inventory summary.



In the example below, the tax paid inventory summary is balanced because of an entry on schedule 1D – Tax Paid Removals (line 3). This corresponds to the Inventory Reduction – Change of Tax Class on the SIWB. Instructions for the 1D schedule will follow.

TaxPaid Inventory					
	A Cider 8.5% and Under (Barrels)	B Cider Over 8.5% to 16% (Gallons)	C Cider Over 16% to 21% (Gallons)	D Wine 16% and Under (Gallons)	E Wine Over 16% to 21% (Gallons)
1. Beginning Inventory (BI) Schedule - Taxpaid or Ending Taxpaid Inventory (Bottled) on SITP Schedule from previous return)	0	0	0	0	100
2. Imports (Schedule 1A)	0	0	0	0	0
3. Received Tax Paid from Bond Removals (sum of entries on Schedule 1D when Unit of Measure selected is any value EXCEPT Bulk - Gallons minus the 2A values)	0	0	0	500	0
4. Received Tax Paid from Custom Crush Producer (Bottled) - (Schedule SITP)	0	0	0	500	0
5. Inventory Gains - (Schedule SITP - sum of Inventory Gains)	0	0	0	0	0
6. Total to Account (Sum of Lines 1 thru 5)	0	0	0	1000	100
7. Sales (Schedule SITP)	0	0	0	0	0
8. Military Sales / Miscellaneous (Schedule 2B)	0	0	0	0	0
9. Inventory Reduction (Schedule SITP - sum of Inventory Reduction entries)	0	0	0	0	0
10. Ending Inventory (Schedule SITP)	0	0	0	1000	100
11. Total Accounted for (Sum of Lines 7 thru 10)	0	0	0	1000	100

*Lines 6 and 11 must be within 1 unit value of each other in order to submit

Schedule 1A – Imports

This webform requires line-item detail from invoices or bills of lading of shipments received from anywhere outside of Oregon. This is required so that returns can be tracked for proper credit.

Total imports appear on line 2 of the invoice page of your statement as a taxable volume (before exemptions), and as a gain on line 2 of the tax paid inventory summary.



ADD SCHEDULE 1A - IMPORTS

DATE RECEIVED IN OREGON *
12-10-2024

PURCHASED OR RECEIVED FROM - NAME *
CALIFORNIA FINE WINE & SPIRITS LLC x v

ONE OF THE FOLLOWING THREE FIELDS MUST BE COMPLETED *

ACCOUNT ID : PRIVILEGE TAX NUMBER
AC260410 : PT125362 x v

IMPORT BOL #
123456

PURCHASED OR RECEIVED FROM

VENDOR INVOICE #
11940 Carmel Mountain Rd STE 102

DISTRIBUTOR PURCHASE ORDER #

CITY * San Diego **STATE *** California

ZIP CODE * 972128 **COUNTRY *** United States of America

QUANTITY RECEIVED BY TAX CLASS * 500.00000 **UNIT OF MEASURE *** Gallons **ABV *** Wine 16% and Under **TAXABLE VOLUME *** 500

Use Save and Duplicate to add additional tax classes to this BOL

Save and Add Another Save and Duplicate Save and Close Cancel

Enter the date received and one of the three document identification numbers. Typing in the Name or Account ID fields for the Purchased or Received From fields will launch a search for a matching company.

Choose from the drop-down list and the rest of their information will auto-populate. If your supplier is not listed in the system as an Oregon licensee, complete all the required fields that are marked with a red asterisk.

Choose the correct ABV category for each invoice or BOL line item

The green Save buttons now include Save and Add Another which opens a new 1A webform, and Save and Duplicate, which opens a new webform with the same supplier account information already populated.



When finished, click on the green Save and Close button. You will be returned to the summary page for Imports and the list of schedules on the left.

If you need to make changes to the 1A - Imports webform after saving, click on the blue Actions button and choose Edit Schedule Detail. You may also delete the form to start over. Click on the blue Add Schedule Detail button to open a new webform.

For this training example, the above entry will be deleted from the return. If you do not have any transactions for any schedule, click on the Zero Activity toggle that appears on the first, blank page for that schedule.

The system requires that each schedule has either schedule entries or is marked as zero activity before you can submit the return. You can track this by clicking on the Show Count checkbox at the top of the left-hand column of schedule tabs. Each gray box must have at least a '1.'



Schedule 1D – Tax Paid Removals

Click on the 1D schedule tab and note that the first page displays an SWE ‘counter’ feature in addition to the Zero Activity and Add Schedule Detail options. The system calculates how many gallons have been claimed for exemption year-to-date and will not allow entries beyond 40,000.

SCHEDULE 1D - TAX PAID REMOVALS

ZERO ACTIVITY ☐

+ Add Schedule Detail

Type to search...

SWE Used Gallons: 500 SWE Remaining Gallons: 39500

Expand All

Removal Type: Myself Small Winery Exemption: Yes	Quantity Removed from Bond: 500 Unit of Measure: Bottled-Gallon	ABV: Wine 16% and Under Taxable Volume: 500	Actions
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1 Record Found

Click on the blue Add Schedule Detail button to open the webform. The drop-down menu for Removal Type includes two options, for ‘Myself’ or for ‘Client,’ each of which opens a different set of entry fields.

The tax paid removals for Myself option can be used for any removal that is not going to be shipped directly to another licensee. The total taxable volume for removals appears on line 1 of the invoice page of your statement.

EDIT SCHEDULE 1D - TAX PAID REMOVALS

REMOVAL TYPE *

Myself

QUANTITY REMOVED FROM BOND * UNIT OF MEASURE * ABV * TAXABLE VOLUME *

500.00000 Bottled - Gallons Wine 16% and Under 500

IF THIS IS A BULK TRANSFER, YOU MUST USE BULK - GALLONS AS YOUR UNIT OF MEASURE.

SUBJECT TO SMALL WINERY EXEMPTION? *

☒ YES ☐ NO

SMALL WINERY EXEMPTION IS ONLY APPLICABLE IF YOU PRODUCED LESS THAN 100K GALLONS.

Save and Add Another Save and Duplicate Save and Close Cancel

Removals of Bulk gallons appear on line 8 of the Bulk inventory summary when Bulk – Gallons is selected for the Unit of Measure field.

Removals of Bottled gallons appear on line 6 of the Bottled inventory summary when the Bottled – Gallons is selected for the Unit of Measure.



The system also creates a corresponding entry on line 3 of the Tax Paid inventory summary.

Bonded Inventory - Bottled

	A Cider 8.5% and Under (Barrels)	B Cider Over 8.5% to 16% (Gallons)	C Cider Over 16% to 21% (Gallons)	D Wine 16% and Under (Gallons)	E Wine Over 16% to 21% (Gallons)
1. Beginning Inventory (BI Schedule - Wine in Bond - Bottled or Ending Inventory (Bottled) on SIWB Schedule from previous return)	0	0	0	500	0
2. Bond to Bond Transfers In (Schedule 3F - where Unit of Measure is Bottled - Gallons)	0	0	0	0	0
3. Inventory Gains - Change of Tax Class (Schedule SIWB - Inventory Gains (Bottled) when Change of Tax Class selected)	0	0	0	500	0
4. Inventory Gains - Other (Schedule SIWB - Inventory Gains (Bottled) sum of all entries that are not Change of Tax Class)	0	0	0	0	0
5. Total to Account (Sum of Lines 1 thru 4)	0	0	0	1000	0
6. Taxpaid Removals (Sum of all entries on Schedule 1D when Unit of Measure selected is any value EXCEPT Bulk - Gallons)	0	0	0	500	0
7. Transfers Out In-Bond (Sum of all entries on Schedule 3G when Unit of Measure selected is any value EXCEPT Bulk - Gallons)	0	0	0	0	0
8. Inventory - Change of Tax Class (Schedule SIWB - Total Inventory Reduction (Bottled) only when Change of Tax Class selected)	0	0	0	0	0
9. Inventory - Other (Schedule SIWB - Total Inventory Reduction (Bottled) sum of all other entries that are not Change of Tax Class)	0	0	0	0	0
10. Ending Inventory (Schedule SIWB - Ending Inventory (Bottled))	0	0	0	500	0
11. Total Accounted for (Sum of Lines 6 thru 10)	0	0	0	1000	0

*Lines 5 and 11 must be within 1 unit value of each other in order to submit

TaxPaid Inventory

	A Cider 8.5% and Under (Barrels)	B Cider Over 8.5% to 16% (Gallons)	C Cider Over 16% to 21% (Gallons)	D Wine 16% and Under (Gallons)	E Wine Over 16% to 21% (Gallons)
1. Beginning Inventory (BI Schedule - Taxpaid or Ending Taxpaid Inventory (Bottled) on SITP Schedule from previous return)	0	0	0	0	100
2. Imports (Schedule 1A)	0	0	0	0	0
3. Received Tax Paid from Bond Removals (sum of entries on Schedule 1D when Unit of Measure selected is any value EXCEPT Bulk - Gallons minus the 2A values)	0	0	0	500	0
4. Received Tax Paid from Custom Crush Producer (Bottled) - (Schedule SITP)	0	0	0	500	0
5. Inventory Gains - (Schedule SITP - sum of Inventory Gains)	0	0	0	0	0
6. Total to Account (Sum of Lines 1 thru 5)	0	0	0	1000	100
7. Sales (Schedule SITP)	0	0	0	0	0
8. Military Sales / Miscellaneous (Schedule 2B)	0	0	0	0	0
9. Inventory Reduction (Schedule SITP - sum of Inventory Reduction entries)	0	0	0	0	0
10. Ending Inventory (Schedule SITP)	0	0	0	1000	100
11. Total Accounted for (Sum of Lines 7 thru 10)	0	0	0	1000	100

A different form will appear (see below) when choosing the Client option. This is used when reporting removals that will be shipped directly to another licensee. Custom Crush providers may use this to report tax-paid shipments to their clients.

Removals for a Client will appear on line 1 of your invoice combined with removals for Myself as one total tax paid removal volume.

Removals for a Client will also appear on the Bulk or Bottled inventory summaries as described above.

To keep your Tax Paid inventory summary in balance, a corresponding entry must be made on the SITP schedule for the total of your tax paid removals. Entries could be in the Sales field, or an increase to the Ending Inventory, etc.



Typing in the Name or the Account ID fields will initiate a search, and auto-populate the account information. Use one webform for each ABV type. Open a new webform for each client or shipment.

REMOVAL TYPE *

Client

CLIENT NAME *

CRESWELL WINES

CLIENT ACCOUNT ID : PRIVILEGE TAX NUMBER

AC400130 : PT130379

TTB BASIC PERMIT #

OR-W-12515

CLIENT

STREET ADDRESS *

1550 SE Lava Dr

CITY * STATE *

Milwaukie Oregon

ZIP CODE * COUNTRY *

97222 United States of America

QUANTITY REMOVED FROM BOND * UNIT OF MEASURE * ABV * TAXABLE VOLUME *

500.00000 Bottled – Gallons Wine 16% and Under 500

IF THIS IS A BULK TRANSFER, YOU MUST USE BULK – GALLONS AS YOUR UNIT OF MEASURE.

Note that at the bottom of both removal forms there is an option to claim the Small Winery Exemption, SWE. Wineries qualify for the SWE if they produce at least one gallon, but less than 100,000 gallons annually.

SUBJECT TO SMALL WINERY EXEMPTION? *

☒ YES ☐ NO

SMALL WINERY EXEMPTION IS ONLY APPLICABLE IF YOU PRODUCED LESS THAN 100K GALLONS.

The exemption from Privilege Tax is for the first 40,000 gallons sold in Oregon. The SWE counter will track how many gallons you have claimed year to date. **Wineries that qualify must still file an annual Privilege Tax return.**



When selected, the SWE deduction will appear on line 5 of your invoice.

	Cider 8.5% and Under (Barrels)	Cider Over 8.5% to 16% (Gallons)	Cider Over 16% to 21% (Gallons)	Wine 16% and Under (Gallons)	Wine Over 16% to 21% (Gallons)
	A	B	C	D	E
Distribution:					
1. Removals from Bond to Taxpaid (sum of all entries on Schedule 1D)	0.	0.	0.	500.	0.
2. Imported (Schedule 1A)	0.	0.	0.	0.	0.
Deductions:					
3. Exported out of Oregon (Schedule 2A)	0.	0.	0.	0.	0.
4. Military Sales / Miscellaneous (Schedule 2B)	0.	0.	0.	0.	0.
5. Small Winery Deduction (sum of all entries on Schedule 1D when Small Winery Exemption = Yes)		0.	0.	500.	0.
Taxable Amount:					
6. Total Taxable Volume (Line 1 plus 2 Minus Lines 3-5)	0.	0.	0.	0.	0.
7. Rate of Tax	\$2.60	\$0.67	\$0.77	\$0.67	\$0.77
8. Amount of Tax (Line 6 x Line 7)	\$ -	\$ -	\$ -	\$ -	\$ -
9. TOTAL TAX (Total of All Columns on Line 8)					\$ -

Schedule 2A – Exports

The 2A webform is a summary webform, with fields for reporting the total volume exported for each Bill of Lading or Invoice, rather than the line-item detail required on schedule 1A – Imports. Click on the Zero Activity toggle if you have no exports.

Before clicking on the blue Add Schedule Detail button to open the webform, note that the first page has a Filing Attachment feature. Click on the blue Attach File button to begin the Attach File process.

SCHEDULE 2A - EXPORTS

ZERO ACTIVITY

Add Schedule Detail

No transactions found

FILING ATTACHMENT

ATTACH FILE

NO FILE CHOSEN

BROWSE

Save

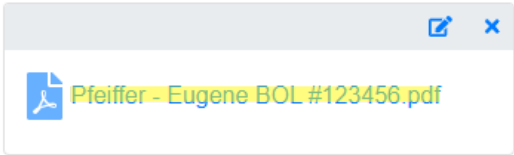
Cancel

Rather than entering each line from your Bill of Lading or Invoice, the File Attachment feature allows you to upload a copy of the BOL or Invoice and enter the total gallons on the webform. Open a new webform for each uploaded BOL or Invoice, and for each ABV type within that BOL or Invoice.



Click on the Browse button and choose the PDF copy of your BOL from files on your computer. Click the green Save button to upload it to the 2A schedule. Uploaded files will appear in a list as blue hyperlinks that can then be opened for review, edited, or deleted.

FILING ATTACHMENT



The 2A webform requires entries for Date Exported, the State exported to, and the BOL number referencing your uploaded file, in addition to the Quantity, Unit of Measure, and ABV.

ADD SCHEDULE 2A - EXPORTS

DATE EXPORTED FROM OREGON *

12-10-2024

EXPORTED TO

STATE *

California

DATE REMOVED FROM BOND/TAX PAID *

12-10-2024

COUNTRY *

United States of America

EXPORT BOL # *

654321

QUANTITY *

500.00000

UNIT OF MEASURE *

Gallon

ABV *

Wine 16% and Under

TAXABLE VOLUME *

500

Save and Add Another

Save and Duplicate

Save and Close

Cancel

Use the green Save buttons to open a new webform for the next BOL or ABV type, or close and return to the 2A summary page. Click on the blue Actions button to edit.



SCHEDULE 2A - EXPORTS ZERO ACTIVITY ☐ [+ Add Schedule Detail](#)

Type to search... [Expand All](#)

Exported To
Export BOL #: 123456 Quantity : 500

1 Record Found

FILING ATTACHMENT

[Pfeiffer - Eugene BOL #123456 pdf](#)

[Edit Schedule Detail](#)
[Duplicate Schedule Detail](#)
[Remove Schedule Detail](#)

Total exported volume appears on line 3 of your invoice as a deduction. This may create a credit balance if it is more than your liabilities (Imports and Taxpaid removals) for monthly filers.

The export credit may only be claimed for products that you have previously paid tax on. It cannot be applied if you have already claimed the small winery deduction, or if it was transferred in as taxpaid.

Schedule 2B – Military Sales and Authorized Deductions

The 2B schedule has two deduction types that open different webforms. The Miscellaneous option has fields for type of product loss and method of destruction. Required fields are marked with a red asterisk.

The Military deduction type can be used to claim a deduction for sales to any exempt entity such as churches or the military.

Again, if you have already claimed the SWE, you may not claim the product again as a 2B deduction. The total for both types appears on line 5 of your invoice.

If you do not have any 2B deductions, or for any of your other schedules after the SIBW and SITP, the blank beginning page has a toggle to click for Zero Activity.

ZERO ACTIVITY ☐



Schedule 3F and 3G – Bond to Bond Transfers-In and Transfers-Out

Transfer schedules 3F and 3G are used to show movement of bonded inventory. This may be a bulk transfer to a blender or bottler, or when the sender wants the receiver to remove it from Bond and pay the tax.

These are summary webforms, requiring total gallons by ABV for each transfer. Open a new webform for each licensee shipped to or received from. Do not enter total volume for all transfers.

Both the sender and receiver must have a TTB Producer or BWC permit.

The Transfer-In schedule 3F requires that you enter the account information for the premises you are receiving bonded product from. Transactions are summarized on line 4 of the Bulk inventory summary, and on line 2 of the Bottled inventory summary.

The Transfer-Out schedule 3G requires that you enter the information for the premises that the transfer was shipped to. If it is not to another bonded facility, it must instead be recorded as a tax paid removal on schedule 1D. These transactions are summarized on line 9 of the Bulk inventory summary, and on line 7 of the Bottled inventory summary page.



ADD SCHEDULE 3F - INVENTORY; BOND TO BOND TRANSFERS IN

DATE RECEIVED * <input type="text" value="12-10-2024"/>	PURCHASED OR RECEIVED FROM - NAME * <input type="text" value="MILWAUKIE WINE"/>		
ONE OF THE FOLLOWING THREE FIELDS MUST BE COMPLETED *	ACCOUNT ID : LICENSEID : PT # <input type="text" value="AC400130 : PT163330"/>		
RECEIPT BOL # <input type="text" value="123456"/>	PURCHASED OR RECEIVED FROM ADDRESS * <input type="text" value="1550 SE Lava Dr"/>		
VENDOR INVOICE # <input type="text"/>	CITY * <input type="text" value="Milwaukie"/> STATE * <input type="text" value="Oregon"/>		
PURCHASE ORDER # <input type="text"/>	ZIP CODE * <input type="text" value="97222"/> COUNTRY * <input type="text" value="United States of America"/>		
	SHIPPER TTB PERMIT # * <input type="text" value="OR-W-12345"/>		
QUANTITY SHIPPED * <input type="text" value="500.00000"/>	UNIT OF MEASURE * <input type="text" value="Bulk – Gallons"/>	ABV * <input type="text" value="Wine 16% and Under"/>	TAXABLE VOLUME * <input type="text" value="500"/>

IF THIS IS A BULK TRANSFER, YOU MUST USE BULK – GALLONS AS YOUR

Once you have completed entries in all the schedules, click on the blue Preview Statement button to review the invoice. Review the inventory summary pages to determine if you are in balance on each.

If you are not in balance, determine if there are errors or omissions and edit your schedule entries as needed. Each line has descriptions of which schedule the values were derived from.

When finished, click on the green Submit button. If you have tax liability, the invoice immediately becomes available to pay under the Billing tab. If your return generates an invoice credit, it will move to a Pending Review status until it is approved.