

## **Application Instructions for Authorization to Ship to Montana Consumers**

There are two different application forms for wineries seeking authorization to ship to MT consumers – the Direct Shipment Endorsement Application and the updated Foreign Winery or Importer Registration. The Direct Shipment Endorsement Application is for wineries already registered as a foreign winery and the Foreign Winery Registration is a combined registration and endorsement application for wineries not currently registered.

### **Wineries Already Registered as a Foreign Winery**

- Complete **Direct Shipment Endorsement Application** and pay \$50 endorsement fee
- Attach copies of federal label approvals for any brands not currently distributed by a MT wholesaler that will be sold dtc
- Attach a written statement acknowledging that the winery will contract only with common carriers that agree that any delivery of wine will be made only to an individual in Montana who is at least 21 years of age and signs a form acknowledging receipt of the wine.

### **Wineries Not Registered as a Foreign Winery**

- Complete **Foreign Winery or Importer Registration**
- Select number of cases you intend to ship into Montana for a 1 year period beginning October 1 and pay the appropriate registration fee
- Select the box next to Direct Shipment Endorsement Box in Section 3 and pay the \$50 endorsement fee
- Write N/A in the distributor table in Section 6. By noting N/A in the distributor table the Department understands that no wholesaler agreements are needed.
- Attach copy of your federal basic permit
- Attach copies of federal label approvals for any brands that will be sold dtc
- Attach a written statement acknowledging that the winery will contract only with common carriers that agree that any delivery of wine will be made only to an individual in Montana who is at least 21 years of age and signs a form acknowledging receipt of the wine.

### **Reporting Compliance**

- If a winery with a direct shipment endorsement uses a bonded wine warehouse to fill table wine orders shipped to an individual in Montana, the winery shall provide written notice to the department of the name and address of the bonded wine warehouse. The winery is responsible for compliance with this requirement.
- A winery holding a direct shipment endorsement must, by the 15<sup>th</sup> day of each month following the month in which a shipment was made, submit a direct shipping report and excise tax payment. Reports must be filed electronically.