

# SUBMISSION GUIDELINES FOR ADI'S 11<sup>th</sup> ANNUAL JUDGING OF CRAFT SPIRITS

## Who Can Enter?

ADI accepts entries in all classes and categories of craft spirits from **US and International** distillers, blenders, bitters makers, and producers of aperitif & fortified wines who are:

- **Independently Owned:** Less than 25% of the producer is owned or controlled (or equivalent economic interest) by alcoholic beverage industry members who are not themselves a craft distiller, blender, bitters maker, or producer of aperitif & fortified wines.
- **Small-Scale:** Producer has maximum annual sales of 100,000 proof gallons (about 473,000 liters/52,500 9-liter cases).

## Deadlines

Deadline for International Spirits Registration: January 13, 2017

Deadline for US Spirits Registration: January 27, 2017

Deadline for Receiving Entries: February 2, 2017

## Entry Fees:

### Early Bird Registration Up through December 31, 2016

ADI Members

\$200 per spirit for US entries

\$250 per spirit for international entries

Bulk discount for members who enter more than 10 spirits

Non-Members

\$350 per spirit for US entries

\$400 per spirit for international entries

### Standard Registration Begins January 1, 2017

ADI Members

\$250 per spirit for US entries

\$300 per spirit for international entries

Bulk discount for members who enter more than 10 spirits

Non-Members

\$350 per spirit for US entries

\$400 per spirit for international entries

# SUBMISSION TERMS & CONDITIONS

**Please review the terms & conditions as some have changed from 2016.**

## **For All Spirits Entered:**

- Samples must be received at HPS Epicurean by Thursday, February 2nd 2017
- Payment by check must be received by ADI prior to commencement of judging, February 13, 2017.
- All spirits must have received a COLA or a COLA waiver by February 13, 2017 or they will be disqualified from receiving any awards and will be ineligible for a refund.
- If your membership is expired and you answered "Yes" to "Are you a current ADI Member in good standing?" a \$500 full member renewal fee will be charged to the card on file to bring your membership up to date.
- You agree to follow all of the applicable shipping instructions.
- Products not properly packed or arriving with broken content will be charged a \$25 repacking fee per case.
- Boxes without all required information (registration, COLA waivers etc.) in an external shipping pouch will need to be opened and charged a \$20 repacking fee per case.
- **DO NOT USE ANY PACKING PEANUTS OR SHREDDED MATERIAL WHEN PACKAGING YOUR BOTTLES.**

## **Additional Terms & Conditions for International Spirits:**

- International spirits without a COLA must [download](#) and email the completed [COLA waiver form](#) to Anne Chantegros of HPS Epicurean at [anne@hpsepicurean.com](mailto:anne@hpsepicurean.com).
- COLA waivers must be received before the spirits are shipped.
- Depending on the Distiller's choice of forwarding agent they will need to complete a prior notice form. Here are links for [DHL](#) and [UPS](#). Once the Distillery is registered they can also fill out the form online through the FDA Prior Notice Interface System.
- Entrants must fill out the paperwork on the [FDA Web Site for prior notice](#) and to have their plant registered. The carrier may fill this out, but it is the Entrant's responsibility to ensure this is complete. [Instruction for Prior Notice for Food Articles sent by International mail](#).
- International entrants are responsible for all shipping and custom fees.
- **BE SURE TO CHECK THE BOX ON THE SHIPPING FORM THAT SPECIFIES ALL CUSTOMS FEES PAID BY SHIPPER.**

# SHIPPING INSTRUCTIONS

## For All Spirits Entered:

Address box to:  
HPS Epicurean  
Attn: ADI Judging  
432 Maple Street, Ste #4  
Ramona, CA 92065

- Samples must be received at HPS Epicurean by Thursday, February 2nd 2017
- Send two (2) 750ml bottles (or the equivalent) for all spirits entered.
- Send between 140-200ml for each Non-potable bitters and tinctures entered.
- Do not send entries by the US Postal Service! We recommend FedEx, UPS, or DHL for shipping spirits.
- **PACKAGING INSTRUCTIONS**
  - All bottles must be packaged in such a way that they will absolutely not break.
  - All boxes must be identified on the outside of the box with the Name of the Distillery.
  - All boxes must be marked on the outside "SAMPLES FOR LAB USE ONLY - NOT FOR SALE"
  - All boxes must have an exterior shipping pouch that includes a printed copy of your registration as a packing slip. If shipping multiple boxes, each shipping pouch needs to indicate on the registration page/packing slip which spirits are in each box.
  - If shipping multiple boxes, mark the outside of each box with the number of the box out of the total number shipped (1 of 3, 4 of 6 etc.)
  - **DO NOT USE ANY PACKING PEANUTS OR SHREDDED MATERIAL WHEN PACKAGING YOUR BOTTLES.**

## Additional Shipping Instructions for International Spirits:

- International spirits must have their COLA waiver processed before the spirits are shipped.
- The exterior shipping pouch must include the registration/packing slip, FDA prior Notice and COLA waiver.
- International entrants are responsible for all shipping and custom fees.

# SUBMISSION FOR CHEMICAL ANALYSIS

For the first time, ADI is partnering with Spirit of Hven Backafallsbyn, a professional lab based in Sweden, to offer all registrants of ADI's 2017 Judging of Craft Spirits the opportunity to submit one or more of their spirits for testing and receive a [Certificate of Chemical Analysis \(download and example here\)](#). These certificates are valid for all major retailers, most countries import/export and tender purposes.

Each certificate usually cost \$700 but we are offering them to Judging registrants for \$150 per spirit, a \$550 savings! Because the lab is in Sweden, please be aware that international shipping rates are more expensive than domestic rates. **The analysis fee does not include any shipping or customs fees. All associated fees in submitting samples for testing are the responsibility of the sender.**

## Shipping Requirements:

- Package a bottle of each spirit you are submitting for chemical analysis in such a way that they will absolutely not break.
- Each spirit sample must be at least 200ml, ideally 700/750ml.
- Shipment must be marked on the outside with:
  - **Name of the distillery**
  - **The label "SAMPLES FOR LAB USE ONLY - NOT FOR SALE."**
  - **In an exterior shipping pouch, include a packing slip that lists the contents of the box.**

## Shipping Address:

Company Name: SPIRIT OF HVEN BACKAFALLSBYNN  
Street Address: NORREBORGSVAGEN 55  
Postal Code & City: 26013 SANKT IBB  
Country: SWEDEN

Shipments originating from the US can use common carriers such as UPS, FedEx, DHL etc. Distillers cannot legally ship alcohol via the United States Postal Service.