

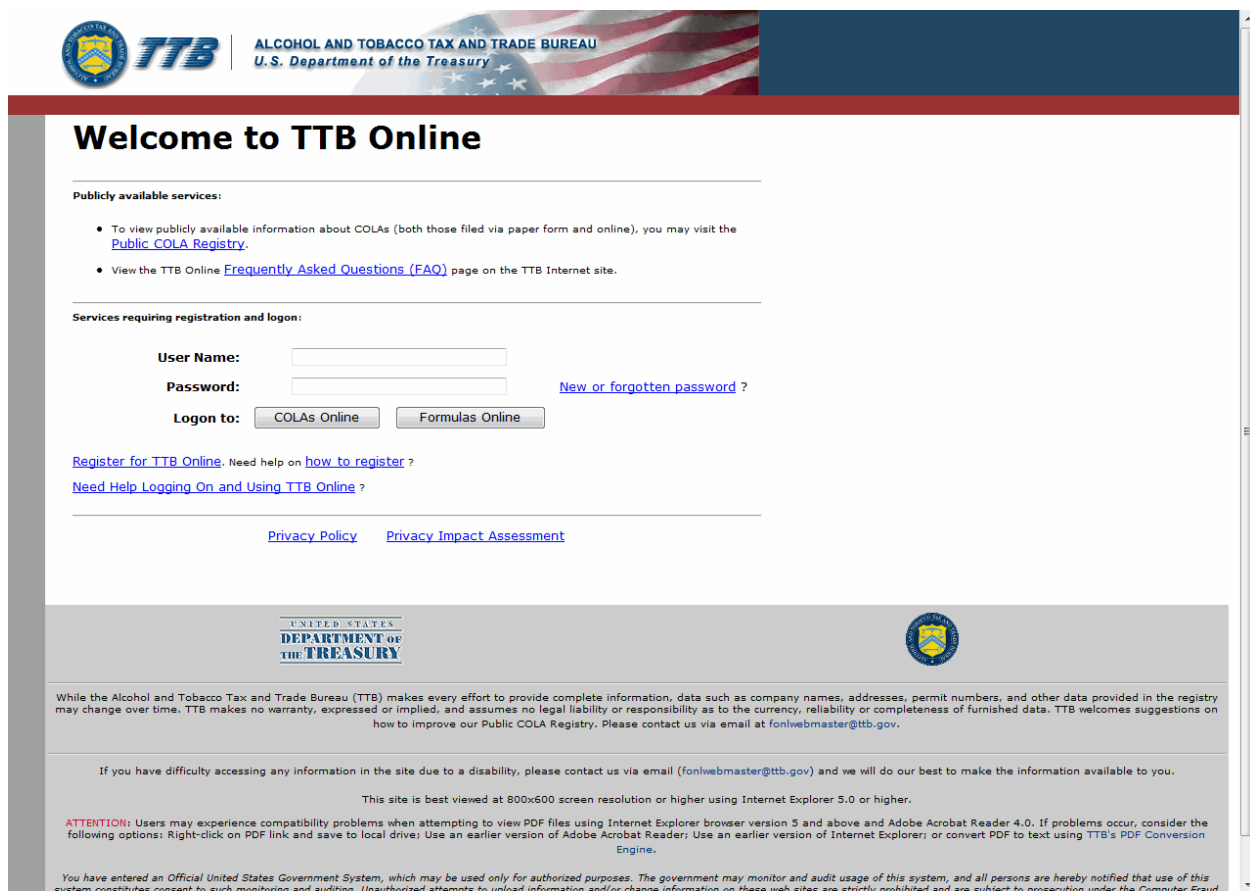


COLAs Online 3.4

[Getting Started - Using the TTB Online Portal Page and COLAs Online Logon Page](#)

You access both the COLAs Online system and the Formulas Online system from the same main page: the TTB Online Portal page. You may also access the Public COLA Registry or begin the user registration process for using TTB Online. Alternatively, you may access COLAs Online through the COLAs Online Logon page. The Home: eApplications page displays when you successfully log into the COLAs Online system after acknowledging the TTB Security Warning. Figure 1 details the TTB Online Portal page. Figure 2 details the COLAs Online Logon page. Figure 3 details the TTB Security Warning. Figure 4 details the Home: My eApplications page.

Figure 1: TTB Online Portal



The screenshot shows the TTB Online Portal page. At the top, there is a header with the TTB logo and the text "ALCOHOL AND TOBACCO TAX AND TRADE BUREAU U.S. Department of the Treasury". Below the header, the main content area is titled "Welcome to TTB Online". Underneath, there are two sections: "Publicly available services:" and "Services requiring registration and logon:". The "Publicly available services:" section lists two items: "To view publicly available information about COLAs (both those filed via paper form and online), you may visit the [Public COLA Registry](#)." and "View the TTB Online [Frequently Asked Questions \(FAQ\)](#) page on the TTB Internet site." The "Services requiring registration and logon:" section contains a login form with fields for "User Name:" and "Password:", a "Logon to:" section with buttons for "COLAs Online" and "Formulas Online", and links for "New or forgotten password?", "Register for TTB Online. Need help on [how to register](#)?", and "Need Help Logging On and Using TTB Online?". At the bottom of the main content area, there are links for "Privacy Policy" and "Privacy Impact Assessment". The footer of the page includes the "UNITED STATES DEPARTMENT OF THE TREASURY" logo, a disclaimer about the accuracy of information, a note about accessibility, a technical note about browser requirements, and a copyright notice.

Figure 2: COLAs Online Logon

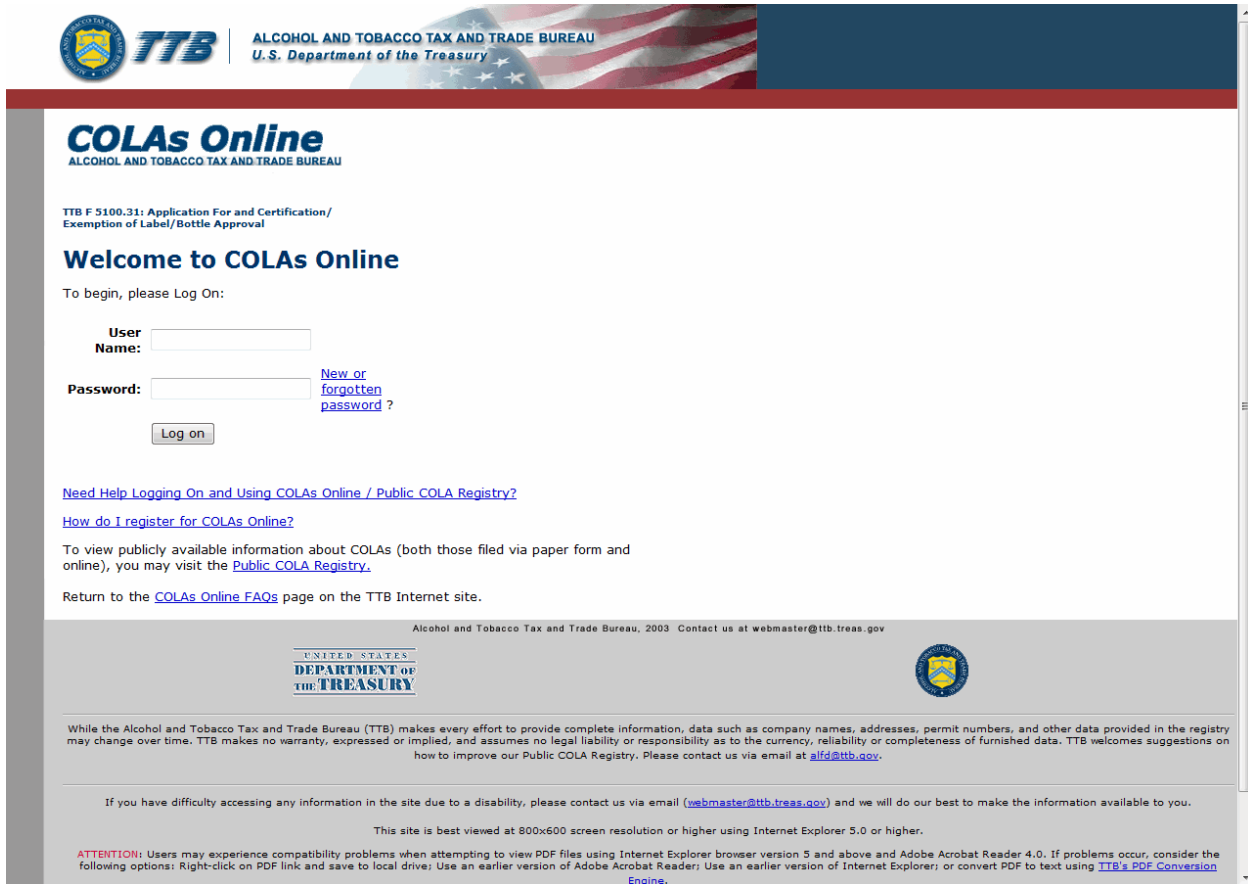


Figure 3: TTB Security Warning

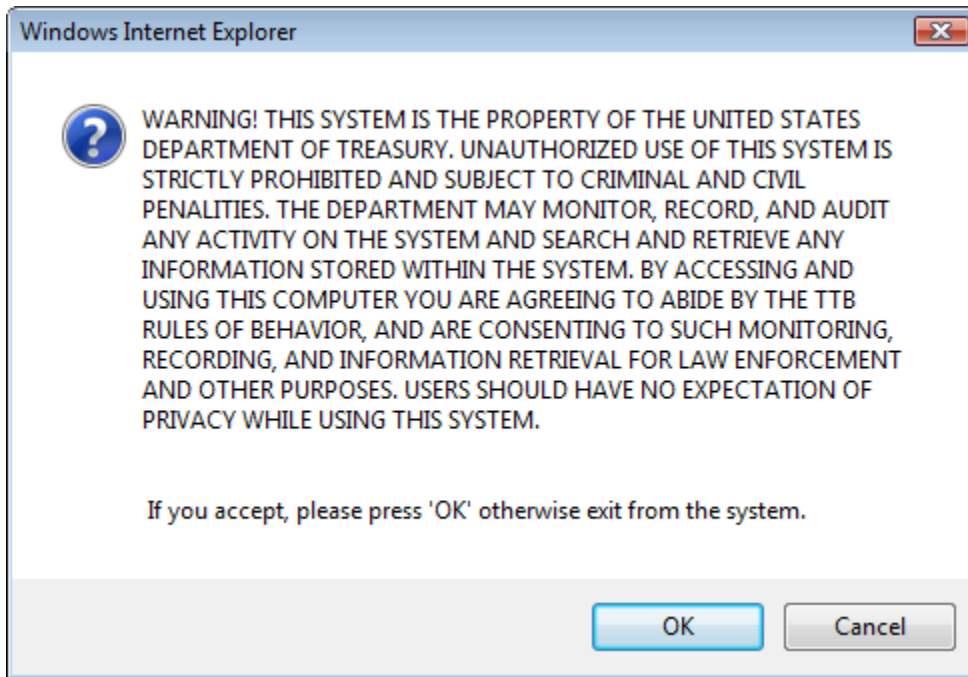


Figure 4: Home: My eApplications

COLAs Online
ALCOHOL AND TOBACCO TAX AND TRADE BUREAU

TTB F 5100.31: Application For and Certification/
Exemption of Label/Bottle Approval

Welcome, JANE SMITH, to the Electronic Version of Form TTB 5100.31 Application For And Certification/Exemption Of Label/Bottle Approval. With this tool, you can view status of applications you've submitted previously or you can create and submit new COLA applications.

My eApplications

Applications shown below for your User Name "JSCFMEXT" were either saved but not submitted within the last 30 days or are submitted applications pending within the last 90 days:

[Printable Version](#)

TTB ID	Permit No.	Brand Name	Status Date	Status
10207001001111	BWN-MA-5555	POM WINERY	07/26/2010	APPROVED
10204001001111	DSP-ME-222	POM DISTILLERS	07/23/2010	RECEIVED

Search by TTB ID: [Advanced Search](#)

Alcohol and Tobacco Tax and Trade Bureau, 2003 Contact us at webmaster@ttb.treas.gov

While the Alcohol and Tobacco Tax and Trade Bureau (TTB) makes every effort to provide complete information, data such as company names, addresses, permit numbers, and other data provided in the registry may change over time. TTB makes no warranty, expressed or implied, and assumes no legal liability or responsibility as to the currency, reliability or completeness of furnished data. TTB welcomes suggestions on how to improve our Public COLA Registry. Please contact us via email at altd@ttb.gov.

Access COLAs Online through the TTB Portal Page

Follow these steps to access COLAs Online through the TTB Online Portal page:

1. From your web browser, enter <https://www.ttonline.gov/> in the address field.
2. Press the **Enter** key. The TTB Online Portal page displays. See Figure 1.
3. Enter your User Name and Password in the available fields.
4. Select the **COLAs Online** button. The TTB Security Warning displays. See Figure 3.
5. Select the **OK** button. The TTB Security warning closes and the Home: My eApplications page displays. See Figure 4.

► **Note:** If you do not have a user name and password, select the [How do I register for COLAs Online?](#) link to view registration FAQs. Alternatively, you may go directly to the registration process by selecting the [Register for TTB Online](#) link. See *Create a New User Registration* for more information.

► **Note:** If you have forgotten your password, select the [New or forgotten password?](#) link. See *Activate a User ID* for more information. If you have other problems, select the [Need Help Logging On and Using TTB Online?](#) link for information.

Access COLAs Online through the COLAs Online Logon Page

Follow these steps to access COLAs Online through the COLAs Online Logon page:

1. From your web browser, enter <https://www.ttonline.gov/colasonline> in the address field.
2. Press the **Enter** key. The COLAs Online Logon page displays. See Figure 2.
3. Enter your User Name and Password in the available fields.
4. Select the **Log on** button. The TTB Security Warning displays. See Figure 3.
5. Select the **OK** button. The TTB Security warning closes and the Home: My eApplications page displays. See Figure 4.

► **Note:** If you log off COLAs Online, you will be directed to the COLAs Logon page not the TTB Portal page, even if you accessed the system initially through the TTB Online Portal page. Select the [Logon page](#) link in the Log Off page to return to the COLAs Logon page.

► **Note:** If you do not have a user name and password, select the [How do I register for COLAs Online?](#) link to view registration FAQs. Alternatively, you may go directly to the registration process by selecting the [Register for TTB Online](#) link. See *Create a New User Registration* for more information.

► **Note:** If you have forgotten your password, select the [New or forgotten password?](#) link. See *Activate a User ID* for more information. If you have other problems, select the [Need Help Logging On and Using TTB Online?](#) link for information.