

## **Commonwealth Quality Alliance Instructions for Submitting Wine**

1. You must be a member of the Commonwealth Quality Alliance or join as a member to begin submitting wine. **Membership fees have been waived.**

**\*\* Please note that the submitter must attest to the following:**

*I understand that in order for a wine to be submitted for CQA approval, there are certain parameters it must meet. All fruit for CQA wines are 100% Virginia grown and made from 100% grapes. Any commercial concentrates are prohibited; enological additives are permitted such as per TTB approved products. Wines must be protein stable.*

2. When wine is ready to submit in bottled or pre-bottled form, the CQA Submittal Form should be completed and remitted along with the CQA Analysis Payment Form and payment to VWA.
  - Make additional copies of the form as needed using a separate CQA submittal form for each wine.

**\*\* Please note that the submitter must attest to the following:**

*Signer attests that all wines entered under this application (1) were made solely with grapes that were grown in Virginia, (2) do not include any commercial concentrates and (3) are protein stable. If a wine is found to violate these conditions or is found to have a protein haze, the CQA seal will be revoked and the winery may be suspended from the program for two years.*

3. Make 2 copies of the CQA Submittal Form.
  - Send original to CQA with payment and CQA Analysis Payment Form.
  - Send one copy with 3-750 ml bottles to the Enartis USA.
  - Retain one copy of the Submittal Form and Payment Form for yourself.
4. 2 day shipping is complimentary and paid for, however you must contact our office to obtain your first set of labels electronically, then labels will be sent to you for your future use. Wine will be received on Wednesdays at Enartis USA. Please ship on Mondays for delivery on Wednesdays. To avoid delay in testing, wines should not be sent in during holiday weeks.
  - Wine results will be delayed the following weeks due to holidays: November 21, 2016; December 26, 2016; January 2, 2017; February 20, 2017; May 29, 2017; July 3, 2017; September 4, 2017; November 20, 2017; December 25, 2017.
5. Submittal forms may be submitted in advance of shipment of wine, however, a date to be shipped must be included for our follow up and tracking.
6. Payment for Sensory Analysis and Chemical Analysis with complimentary shipping is \$170 per wine entered. If you resubmit a wine, you must resubmit payment. Make checks payable to VWA. The chemical analysis will be performed by Enartis USA. The following will be tested:
  - a. Alcohol
  - b. pH

- c. Total Acidity
  - d. Malic Acid
  - e. Residual Sugar
  - f. Volatile Acidity
  - g. Free SO<sub>2</sub>
  - h. Total SO<sub>2</sub>
  - i. Residual Copper
  - j. Protein Stability – white wines only
  - k. Tartrate Stability – white wines only – falling outside this parameter does not mean failure, but must be labeled with “May Contain Tartrates”.
7. Results:
- All results will be returned to you by CQA staff via email within 6 business days of receipt of the wine.
  - The Sensory Analysis facility will provide you a pass or fail result. If a wine fails, a flaw or reason will be provided.
  - The lab will provide actual results and a pass or fail result.
  - CQA staff will verify alcohol content from Brix.
8. Should your wine pass the CQA program, permission will be granted to use the CQA seal on various places on your bottle.
- On the capsule
  - On any label
  - As a sticker
- \*\* Specific usage, placement and dimensions will be provided. TTB has reviewed the logo and finds no issues with these uses.
9. With passage of the wine, an invoice with 30-day terms will be returned to the submitter for \$.05 per bottle in inventory *at time of submittal* of passing wine to support marketing the program (and the tool kit). **Permission for use of the seal is not final until payment has been received and processed.** An email providing permission will be returned to the submitter once payment is processed.
10. If any wine is found in violation of any of these conditions, the winery may be suspended from the program for two years.
11. Wines must be labeled “This wine may contain tartrates” if a wine is not cold stable per Enartis USA standards or if a double salt de-acidification is done and the wine is not left in the tank for 4 months.
12. If bulk wine is used, please make supporting documentation available, upon request, to verify that the bulk wine is made from 100% Virginia grown grapes.
13. In summary, the costs for participating in the program are:
- Annual membership dues are waived
  - \$170 per wine submitted for analysis
  - \$.05 per bottled produced of a wine that receives the CQA seal