



## LABEL PROJECT ORGANIZER

We are available to help you through the process of getting your labels printed.  
Below are questions to help gather and organize your label information. Be the expert at your winery.

### CONTACT INFORMATION

Winery Name: \_\_\_\_\_  
Contact Name: \_\_\_\_\_  
Phone: \_\_\_\_\_  
Fax: \_\_\_\_\_  
E-mail: \_\_\_\_\_  
Billing Street: \_\_\_\_\_  
Billing City: \_\_\_\_\_  
Billing State: \_\_\_\_\_  
Billing Zip: \_\_\_\_\_  
 Same as billing information  
Shipping Street: \_\_\_\_\_  
Shipping City: \_\_\_\_\_  
Shipping State: \_\_\_\_\_  
Shipping Zip: \_\_\_\_\_

**LABEL NAME:** \_\_\_\_\_

### LABEL PDF: *(See sample pdf)*

Callouts with colors, foil and emboss

### LABEL SIZE: *(Label may need to be different sizes to fit both your Claret and Burgundy bottle label panels)*

Front: \_\_\_\_\_ Back: \_\_\_\_\_  
Front: \_\_\_\_\_ Back: \_\_\_\_\_

### BOTTLE SHAPE: *(Check if your Claret bottle is tapered)*

Straight     Tapered

### PAPER SELECTION: *(See paper options pdf)*

Paper: \_\_\_\_\_

### FOIL AND/OR EMBOSS:

Foil     Emboss

### COLOR MATCH:

Color Print     Pantone Colors  
 Capsule     Previous Printing

### ROLL SIZE, WIND DIRECTION & FORMAT:

*(Check with your bottling company for their requirements)*

#### The maximum width of roll

8"     11"     13"     15"     Other: \_\_\_\_\_

#### Dispense Direction *(See wind direction diagram pdf)*

Outside Right     Inside Right  
 Outside Left     Inside Left

#### Format

FB-1: Front & back labels alternate on same roll  
 FB-2: Front & back labels on separate rolls

### QUANTITIES:

Quantities    Vintages    Varietals

Quantities	Vintages	Varietals

### DELIVERY:

Bottling Date: \_\_\_\_\_

Requested Delivery Date: \_\_\_\_\_

### CHECKLIST FOR PLACING ORDER:

TTB Approval Complete  
 Alcohol % Verified  
 UPC Code Verified  
 Digital files

*If you have any questions please call 888.834.8277*